

# CONSTITUTION

## GRAND CANYON CHAPTER OF NIGP

### ARTICLE I – GRAND CANYON CHAPTER

The name of this organization shall be the Grand Canyon Chapter of NIGP (National Institute of Governmental Purchasing, Inc.).

### ARTICLE II – PURPOSES

The purposes of this organization are:

- Promote and encourage ongoing professional development and competence through continuing education, seminars, training and technical and certification of those engaged in the profession of public procurement;
- Promote cooperation, collaboration and understanding in the procedures followed by public procurement among public agencies and officials;
- Provide a professional networking forum for the exchange of ideas, guidance, research, and experiences among public procurement officials, including a local list serve available for electronic networking capabilities;
- Support and promote ethical public procurement;
- Support the principles and concepts of effective competition, increased public confidence and equitable treatment of all persons involved in public procurement;
- Sponsor such other activities as may be useful in providing its members with knowledge for efficient procurement; to strive by all legitimate means to advance the public procurement profession; and to observe the purposes, aims and objectives of the National Institute of Governmental Purchasing.

### ARTICLE III – MEMBERSHIP

The membership shall consist of Regular, Honorary, and Retired memberships.

Admission: Application for admission is outlined in the Chapter By-Laws, Article III, and paragraph 3.

Revocation: Revocation of membership is outlined in the Chapter By-Laws, Article III, and paragraph 4.

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### ARTICLE IV – OFFICERS AND ADMINISTRATION

The following shall constitute the officers of the Chapter:

1. President
2. Vice President
3. Secretary
4. Treasurer

The Board of Directors shall consist of the immediate Past President, President, Vice President, Secretary, Treasurer and standing Committee Chairpersons.

### ARTICLE V – NOMINATIONS AND ELECTIONS

The President appoints the Nominating Committee and its Chairperson. The Nominating Committee will recommend a slate of officers for membership vote at the March Chapter meeting. The slate of candidates will be announced by mail to the membership thirty (30) days prior to the March meeting. Officers shall be elected at the April meeting from the slate of candidates presented by the Nominating Committee and any eligible and consenting member nominated from the floor. A simple majority vote of those regular members in attendance, and by absentee ballot, will be required for a candidate to win election. Votes by absentee ballot will be counted in accordance with the Bylaws. The Nominating Committee, prior to the official vote, shall receive the Absentee vote.

The following officers shall be elected:

President  
Vice President  
Secretary  
Treasurer

In the event of a vacancy in an officer's position, it shall be filled by automatic succession until a special election held in accordance with the Bylaws.

No member of this Chapter shall be eligible for any office or directorship unless he/she has been a member of the Chapter, in good standing, for at least one year immediately preceding the election.

No two (2) members from the same agency may serve as officers at the same time.

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### ARTICLE VI – TERM OF OFFICE

The term of the office of all officers and directors shall commence on July 1 of each year.

### ARTICLE VII – VACANCIES

A vacancy may exist in any office for the following reasons:

- Death
- Resignation in writing
- Inability to perform the duties of the office
- Removal from the office for cause

### ARTICLE VIII – MEETINGS

The chapter shall meet regularly, at its discretion, no less than once annually. With reasonable notice, the President may call a special meeting if deemed necessary.

### ARTICLE IX – COMMITTEES

Standing Committees: Standing Committees of the Chapter shall be as follows:

Finance Committee  
Education / Certification / Awards Committee  
Outreach Committee

Other committees may be formed at will.

### ARTICLE X – FINANCES

Membership Dues: The Chapter shall receive annual dues from the membership. New members shall pay, in full, at the time of acceptance into membership.

Contributions and Gifts: The Chapter may receive financial contributions and non-vendor gifts in support of its activities. The financial receipts of the Chapter derived from sources other than membership dues may be retained for the support of the Chapter's activities.

Fund Raising: The Chapter may conduct fund raising functions to support its' activities. No person, officer, or member may in the name of the Chapter, solicit or receive gifts or contributions of any kind without the approval of the Board of Directors or from the President.

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ARTICLE XI – AMENDMENTS

The Constitution and By-Laws may be amended at any regular meeting by two-thirds majority of the regular and retired members in attendance.

ARTICLE XII – SEVERABILITY

If any Section of the Constitution and Bylaws are found to be unjust or unconstitutional, it shall not affect any other portion.

ARTICLE XIII – DISSOLUTION

Dissolution of a Chapter is accomplished by three-fourths (3/4) of the Chapter members eligible to vote and certification thereof to the National Board of Directors.