

MODEL BYLAWS FOR INTERNACHI LOCAL CHAPTERS

Introduction

The International Association of Certified Home Inspectors (InterNACHI) is a trade association as defined in Section 501(c)(6) of the Internal Revenue Code. Local Chapters that receive a Charter from InterNACHI are provided the status of Section 501 (c)(6) of the Internal Revenue Code under InterNACHI's 501 (c)(6) Group Exemption.

Article I – Name

A. The name of this Chapter shall be the _____ Chapter of the International Association of Certified Home Inspectors.

B. The geographic boundaries of the Chapter shall include _____, but a member need not reside or work within those boundaries to be a member of the Chapter.

Article II – Principal Office

The principal office shall be located at _____.

Article III – Purposes

This Chapter is constituted to advance the special needs and interests of the InterNACHI members that belong to it. It supports InterNACHI's §501(c)(6) tax-exempt purposes, which are to be the definitive resource for the home inspection industry and to bring together and serve people within the industry. By sharing collective knowledge, expertise and information, InterNACHI stimulates creativity and innovation, provides opportunities for professional growth, and serves the diverse needs of its members. The purposes of the Chapter shall at all times be consistent InterNACHI's §501(c)(6) tax-exempt purposes.

Article IV – Membership, Dues, Annual Meeting

A. All InterNACHI members may join this Chapter. Any InterNACHI member who is a member of this chapter may belong to other InterNACHI chapters at the same time.

B. Dues. The Chapter may require payment of dues and may revoke the membership of any member who fails to pay those due. A Chapter may also require a reinstatement fee from any member who has failed to pay dues.

C. Non-Members. The Chapter may charge additional fees to non-members for Chapter events, provided such amounts are reasonable in relation to the cost and benefits derived.

D. Annual Meeting. The Chapter will hold an annual meeting each year for the election of officers and any other business. Notice of the meeting shall be provided to the last known address of Chapter member at least thirty (30) days prior to the meeting. A quorum of 25% of the members or 15 members in good standing, whichever is less, shall be necessary to conduct business at the annual meeting. Other meetings may be held in accordance with Article VI below.

Article V – Officers

A. Officers. The officers of the Chapter are the President, Vice-President, Secretary, Treasurer and other officers deemed necessary for Chapter operations. Officers are elected by Chapter members to serve a two-year renewable term.

B. Duties. The President organizes all Chapter meetings, makes all appropriate committee and task force appointments, oversees the Chapter officer election process, appoints replacements to officer positions as needed, sends written communications to new members, and is overall responsible for all aspects of Chapter activities.

C. Vice-President. The Vice-President fulfills the duties of the President in event of absence or disability of the President.

D. Secretary. The Secretary is responsible for the minutes of all Chapter business meetings. The Secretary must advise InterNACHI in writing, not later than January 15th of the each year, of the names and positions of its newly elected officers.

E. The Treasurer is responsible for the receipt, deposits, disbursement and withdrawal of all Chapter funds and renders quarterly financial statements to the Chapter officers, must see that IRS form 990 is filed annually if required.

Article VI – Meetings, Voting, Elections

A. Meetings. Officer and member meetings (other than the annual meeting) shall be held at such time and place as determined in advance by the Chapter President. Members shall be given not less than five (5) days notice of such meetings.

B. Voting. Whenever any question arises which should be put to a vote of the Chapter's membership or committee, a majority of the responses received in person or within two weeks after the date of soliciting members shall rule.

C. Elections. The Chapter President shall solicit nominations and votes from Chapter members either by mail, email, fax, or in person at full Chapter member meetings. Members shall be allowed two weeks for response by mail, email, fax, or in person.

Article VII – Committees and Task Forces; Non-Discrimination

A. Development. The Chapter officers may establish and dissolve standing Chapter committees and task forces based on the Chapter's program and

administration needs. These committees and task forces are accountable to the Chapter officers in all matters.

B. The Chapter shall not discriminate against any person on the basis of race, religion, gender, or nationality.

Article VIII – Records

The records of the Chapter, its files, its correspondence and its meetings shall be open at all reasonable times to the members and to any public official or representative of InterNACHI who in the performance of his duties is authorized to investigate the affairs of the Chapter.

Article IX – Dissolution

The dissolution of the Chapter may be ordered by a two-thirds vote of the members. The Chapter treasury, after all financial obligations have been properly discharged, shall be fully dispersed to InterNACHI.

Article X – Relationship to InterNACHI

A. Responsibility of Actions. The Chapter exists as a legally autonomous organization, responsible for its own activities, actions and liabilities. InterNACHI is not responsible for any of the Chapter's debts and liabilities. As a separate legal entity, the Chapter will manage its affairs, provided that the Chapter may take no action that is contrary to the §501(c)(6) tax-exempt purposes of InterNACHI or that violates InterNACHI's bylaws. The Chapter must operate under rules and procedures consistent with its Charter and these bylaws. The Chapter may not obligate InterNACHI to any financial or other commitment.

B. Use of Logo. A Chapter in good standing may use the InterNACHI name and/or logo only with the inclusion of the Chapter name and only for purposes consistent with the purposes of InterNACHI. A Chapter may also develop its own separate logo.

C. Agreement with InterNACHI. The Chapter shall exist as a Chapter of InterNACHI as duly chartered by InterNACHI. It is recognized that the Chapter has come into existence because of the unity and professionalism that InterNACHI has brought to this industry through its activities, programs and meetings. Should the Chapter cease to exist as a Chapter of InterNACHI, the Chapter shall distribute its remaining assets to InterNACHI and dissolve.

Article XI – Amendments

These Bylaws may be amended, repealed or altered in whole or in part by a two thirds vote of the members present at any duly organized meeting of the Chapter or by an election conducted by mail, email, or fax. If a vote on any amendment is conducted

by mail, email, or fax, or any combination thereof, members shall be allowed two weeks for response by mail, email, fax, or in person. A copy of these Bylaws and any amendments to them shall be provided to InterNACHI.

Adopted by the membership at its initial meeting this ____ day of _____, 20____.

Chapter Secretary