



WASHINGTON PHI BETA LAMBDA
STATE BYLAWS
ADOPTED 2017

ARTICLE I

Name and Policy

Section 1. The name of this chapter of FBLA-PBL, Inc. shall be the Washington State Chapter of Phi Beta Lambda (PBL), and may be referred as Washington [State] PBL, or WA PBL.

Section 2. This organization is a non-profit, educational, student leadership state chapter of the national FBLA-PBL, Inc.

ARTICLE II

Purpose and Goals

Section 1. The purpose of PBL is to provide opportunities for postsecondary students to develop business-related career competencies. PBL is an integral part of the instructional program and in addition promotes civic and personal responsibility.

Section 2. The specific goals of PBL are to:

- develop competent, aggressive business leadership;
- strengthen the confidence of students in themselves and their work;
- create more interest in and understanding of American business enterprise;
- encourage members in the development of individual projects which contribute to the improvement of home, business, and community;
- develop character, prepare for useful citizenship, and foster patriotism;
- encourage and practice efficient money management;
- encourage scholarship and promote school loyalty;
- assist students in the establishment of occupational goals; and
- facilitate the transition from school to work.

ARTICLE III

Membership

Section 1. Washington State PBL membership shall consist of student members from an active chartered local chapter. These members shall hold membership in their local, state, and national chapters. Individual members shall be recognized only through a local chapter of PBL except that, in the case where there is no local chapter, the member shall be recognized by the state chapter.

Section 2. Washington State PBL, including their local chapters, shall be open for membership to these classes of members:

Active Members shall be students enrolled in a post-secondary institution, who accept the purpose of PBL and subscribe to its creed. Active members shall pay dues as established by PBL and may participate in local, state, and national events, in accordance with the guidelines of the State and National Awards Program, serve as voting delegates to the State Leadership Conference (SLC) and the National Leadership Conference (NLC), hold state office, in accordance with ARTICLE VI, and otherwise represent their local chapters as approved by their respective local advisers.

Honorary Life Members may be elected to a state or local chapter by a majority vote. They shall be persons who are assisting in the advancement of business and office education and/or who are rendering outstanding service to PBL. Honorary Life Members shall not vote or hold office and shall not be required to pay dues.

ARTICLE IV

Dues and Finances

Section 1. State dues based on fiscal reports by both the state office, and on recommendations by the state executive council, and the state board of directors, shall be determined by a majority vote of the local voting delegates at the State Leadership Conference. State and National dues of members in the Washington shall be forwarded directly to the FBLA-PBL National office or shall be submitted through the state office.

Section 2. Annual dues shall be \$10.00 for national membership and \$10.00 for state membership, with \$1 being earmarked for the PBL National Scholarship Fund. Local membership dues vary at the discretion of each individual local chapter.

Section 3. The affairs and property of Washington State PBL shall be managed by the State Adviser, and may be delegated to the State Officer Team.

Section 4. The State Treasurer, with the assistance of the State Adviser, must submit an annual budget to the State Officer Team for approval, and provide the State Officer Team and members with a possible annual audit. If the position of State Treasurer remains vacant, the State Adviser must submit an annual budget, with assistance of the State Executive Council.

Section 5. The fiscal year of the PBL shall be July 1 through June 30.

ARTICLE V

Organization

Section 1. Washington State PBL shall be an association of local chapters, each operating in accordance with a charter granted by FBLA-PBL, Inc. Only chapters that have received charters, Greek names, and numbers issued by FBLA-PBL, Inc. and which are currently in good standing, shall be referred to as “Phi Beta Lambda” or “PBL”.

Section 2. The State Adviser and the State Officer Team shall serve as the policymaking body of this organization. Together, they may be referred as the State Executive Council.

Section 3. The administration of Washington State PBL shall be vested in the State President and/or the State Adviser.

Section 4. Any member or adviser may make recommendations to the State Executive Council regarding the State Bylaws, submitted prior to the annual State Leadership Conference.

Section 5. Washington State PBL shall have at least three local chapters with all members holding state and national membership in PBL and hold at least one annual meeting to elect state officers and conduct business in order to qualify for a state chapter charter.

Section 6. We shall have a state committee composed of professional educators in the areas of business and office occupations, forming the State Board of Directors. The board of directors will include the State Adviser and the State President. The Board of Directors must be approved and voted upon the state membership at the next State Leadership Conference.

Section 7. A state adviser or state committee chairperson shall be recommended by the FBLA-PBL, Inc. President and Chief Executive Officer and approved by the National Board of Directors.

Section 8. Each local chapter shall have an adviser who is either a faculty member teaching a business and/or business-related class or faculty staff member. A local chapter may have as many special emphasis groups under their local chapter charter as it deems necessary to meet the interests of all students. The local chapter of PBL shall assume full responsibility for coordinating the program for these interest groups.

ARTICLE VI

Officers and Elections

Section 1. The state elected officers of Washington State PBL shall be a president, vice presidents and a treasurer.

Section 2. Qualifications for State Office

- A. Only active members are eligible to hold state office.
- B. To be considered for a state office in Washington State PBL, a candidate shall:
 - have at least one full quarter or semester remaining in his or her academic program,
 - hold or have held a corresponding or higher elective office in his or her local chapter,
 - be recommended by a local chapter adviser and endorsed by his or her local chapter,
 - file an official application to the state office prior to the annual State Leadership Conference.
 - If no candidates are submitted for a particular office prior to the State Leadership Conference, then candidates may apply at the State Leadership Conference.
 - All candidates shall comply with all guidelines that other candidates comply with during the conference.

Section 3. Nominations

- A. The president, vice president, and treasurer shall be nominated by any member or local chapter present during the Opening Ceremony of the State Leadership Conference.

- B. The nominations during Opening Ceremony are defined for candidates who are running for an unopposed candidacy.
- C. If a candidate holds membership in Virtual PBL, then the nomination shall be made by any member of the state chapter.

Section 4. Elections

- A. The president, vice president, and treasurer shall be elected annually after the Awards of Excellence during Closing Ceremony of the State Leadership Conference by the local voting delegates.
- B. These state officers shall be elected by a ballot vote of the voting delegates. A majority vote shall be required for election.
- C. Majority is defined as half of the votes plus one additional vote.
- D. In case of a tie, if no candidate for an office receives a majority vote on the third ballot, the candidate receiving the lowest number of votes for that ballot shall be dropped from the fourth ballot. If it continues, if necessary, the candidate receiving the lowest number of votes shall be dropped from each subsequent ballot until one candidate receives a majority of votes.
- E. No more than two state officers shall be elected from the same local chapter. Unopposed candidates shall not be eliminated because of these restrictions.

Section 5. Term of Office

- A. State officers shall be elected for one year or until their successors are elected or appointed.
- B. Their term of office shall begin at the close of the State Leadership Conference at which they were elected.

Section 6. Vacancy in Office

- A. A vacancy in any office, except of the State President, shall be filled by appointment by the State President with the approval of the State Executive Council no later than the beginning of the fiscal year.
- B. If the office of State President become vacant, the State Vice President shall automatically become State President.

ARTICLE VII

Duties of PBL State Officers

Section 1. The president shall:

- serve as chairman of the State Executive Council;
- preside over the council meetings and business meetings of Washington State PBL;
- appoint appropriate committees and committee chairpersons;
- serve as an ex-officio, nonvoting member of all state committees;
- become the official state liaison with the State Adviser on the local, state, and national levels of PBL;
- assume membership and entitlement of the State Board of Directors;
- assist in planning any events Washington State PBL will associate in, including the State Leadership Conference;
- present a state chapter annual business report to the state membership at the State Leadership Conference; and
- perform other duties for the promotion and development of local, state, and national FBLA-PBL.

Section 2. The vice president shall:

- assist the president in the promotion and development of PBL;
- perform secretarial duties, keeping a record of meeting agendas, notes, and minutes during all state business meetings;
- assist in planning any events Washington State PBL will associate in, including the State Leadership Conference; and
- become acting president when the President is absent.

Section 3. The treasurer shall:

- assist the state office in keeping an accurate record of state officer travel expenses and disbursements;
- assist in the development of sponsorships with grants, corporate partnerships, and fundraising;
- assist in planning any events Washington State PBL will associate in, including the State Leadership Conference; and
- present an annual financial report to members at the State Leadership Conference.

Section 4. These officers shall serve on the State Executive Council, and perform such duties as delegated by the State President and the State Adviser and not inconsistent with these bylaws and other rules adopted by PBL.

ARTICLE VIII

State Leadership Conference

Section 1. A State Leadership Conference shall be held each fiscal year. Dates and locations will be voted by the State Executive Council.

Section 2. Each local chapter in good standing shall be entitled to send any local voting delegates and alternates from its active membership to the State Leadership Conference.

Section 3. Certification: All voting delegates of local chapters shall be officially certified by their respective advisers and their names submitted to the state office prior to the State Leadership Conference.

Section 4. Voting: Delegates shall be entitled to vote on all matters which come before the election of state officers. There shall be no proxy voting.

Section 5. Quorum: The quorum for all business meetings, except the voting of state office, of the State Leadership Conference shall be a majority of the state membership.

ARTICLE IX

State Executive Council

Section 1. The state officers and the State Adviser of Washington PBL shall, constitute the State Executive Council. The State President shall be the ex-officio, nonvoting member.

Section 2. The State Executive Council shall:

- adopt policies of operation of PBL as deemed necessary, by a three-fourths vote subject to the approval of the State Executive Council;
- approve committee appointments and the creation of new committees by the State President;
- approve appointments by the State President to fill vacancies in office;
- review all proposed amendments to the bylaws;
- present to the voting delegates at the State Leadership Conference, with recommendations, those proposed amendments approved by the State Executive Council; and
- perform such other duties as are prescribed by these bylaws.

Section 3. Meetings: Meetings shall be called by the State President, or upon the written request of the majority of the State Executive Council, upon approval by the State Adviser.

Section 4. Voting by Alternative Methods: Business of the State Executive Council may be conducted by mail, teleconferencing, and/or electronic conferencing at the discretion of the State President or State Adviser. For adoption, action by mail, teleconferencing, and/or electronic conferencing shall require a three-fourths vote of the members eligible to vote, and shall be recorded in the minutes of the next state chapter meeting.

ARTICLE X

Committees

Section 1. Advisory committees to assist in the growth and development of PBL may be appointed as deemed necessary by the State Executive Council. Recommendations of persons for such appointments shall be requested of any member or local chapter.

Section 2. Washington State PBL may select advisory committees to assist in the growth and development of a local chapter and the state chapter.

Section 3. Upon approval, the State Executive Council shall, establish committees, appoint their members for a period not to exceed his or her term in office, and assist these committees in their activities.

Section 4. Committee business may be conducted by mail, teleconferencing, and/or electronic conferencing at the discretion of the committee chairman. For adoption, action by mail, teleconferencing, and/or electronic conferencing shall require a three-fourths vote of the members eligible to vote, and shall be reported to the committee members no later than the next regular meeting.

ARTICLE XI

Emblems and Colors

Section 1. The official national emblem and insignia item designs are described and protected from infringement by registration in the U.S. Patent Office under the Trademark Act of 1946. The manufacture, reproduction, wearing, or display of the emblem shall be governed by the national board of directors.

Section 2. Emblems and insignia shall be uniform in all local chapters and within special emphasis groups: they shall be those of PBL. Only members in good standing may use official emblems and insignia.

Section 3. The official colors of National FBLA-PBL shall be blue and gold. The official colors of Washington State PBL shall be blue and either red or green.

ARTICLE XII

Parliamentary Procedure

Section 1. The rules contained in the latest edition of Robert's Rules of Order Newly Revised shall govern the PBL in all cases to which they are applicable and in which they are not inconsistent with the rules of FBLA-PBL, Inc., these bylaws or any special rules of order the PBL may adopt.

ARTICLE XIII

Amendment

Section 1. Proposed amendments to these bylaws shall be submitted in writing by local chapters or by a state officer to the state office prior to the State Leadership Conference. The proposed amendments shall be submitted for review to the State Executive Council. Each local chapter will be sent copies of the approved amendments by the start of the State Leadership Conference. The State Executive Council shall present approved proposed amendments with recommendations to the local voting delegates at the State Leadership Conference. A two-thirds vote of the local voting delegates present and voting at the State Leadership Conference is required for adoption.

Section 2. The State President or State Adviser of Washington PBL shall be authorized to revise these bylaws to correct punctuation, grammar, cross-references, article and section designations, and to make such other technical changes as may be necessary, where these changes shall be minor in detail and shall not alter the meaning or intent of the bylaws. Notice of changes made under this authority shall be communicated in writing to the State Executive Council, committees, and to the local chapters within 30 days.

Amended: June 25, 2017

Adopted: February 6, 2017