



**CHICAGO CHAPTER**

*THE OFFICIAL NABJ CHAPTER*

*Chapter of Vernon Jarrett, NABJ Founding Member*

**APPROVED – MAY 21, 2008**

**AMENDED 5/18/2011\***

**Constitution and Bylaws of the  
National Association of Black Journalists-Chicago Chapter**

**Preamble:**

We, the members of the National Association of Black Journalists-Chicago Chapter, in pursuit of the full benefit that arises from African-American journalists in current practice uniting for the common purpose of bettering our profession, our professionalism and our profession’s societal role by increasing Black employment in the media; increasing the number of Blacks in managerial positions; encouraging and educating young African-Americans interested in pursuing careers in journalism; and monitoring media regarding racial messages; and sensitizing media to racism in its varying degrees, do, hereby, establish, amend and enact this Constitution and Bylaws for the governance of the National Association of Black Journalists-Chicago Chapter and its membership.

**Constitution and Bylaws:**

**Article I. Name and Symbol of the National Association of Black Journalists-Chicago Chapter**

Section 1. The full and complete name of the Organization shall be “National Association of Black Journalists-Chicago Chapter.” Reference to the Organization may be abbreviated and referred to as “NABJ-CC” or “NABJ-Chicago Chapter” or “NABJ-Chicago.” The Board of Directors shall adopt rules guiding the use of abbreviations. In this document, “NABJ-CC” or “Organization” shall hereafter be used to refer to the “Association.”

Section 2. The symbol of the NABJ-CC shall include the full name of the Organization. The Board of Directors shall approve an authorized symbol for NABJ-CC.

(a) The symbol may, as appropriate usages dictate, incorporate the following salute to the NABJ founding member, Vernon Jarrett:



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49 (b) The symbol may be periodically updated by resolution of the  
50 Board. The proposed replacement symbol shall be presented to the  
51 membership for review and comment no less than thirty (30)  
52 calendar days before Board adoption of a new symbol.  
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54 **Article II. Purpose of NABJ-CC**

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56 **Section 1.** The purpose of the NABJ-CC shall be to bring about a union of  
57 Chicagoland African-American journalists in current practice and  
58 dedicated to truth and excellence in news gathering and reporting, and  
59 equality in the media industry. To accomplish this mission, the  
60 Organization's pursuits may include efforts to:

- 61  
62 a) strengthen the ties between Blacks who work in majority-  
63 owned media and Blacks who work in the Black-owned media;  
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65 b) assist Black journalists in upgrading their skills for upward  
66 mobility toward managerial and supervisory positions;  
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68 c) encourage students to identify careers in journalism;  
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70 d) award scholarships to Black journalism students of accredited  
71 colleges and universities;  
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73 e) encourage journalism schools of accredited colleges and  
74 universities to appoint Black professors;  
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76 f) establish the NABJ-CC as an exemplary group of professionals  
77 that honors excellence and outstanding achievement among  
78 Black journalists;  
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80 g) chronicle the history of Black journalists and journalism in the  
81 Chicago area and establish and maintain an archival repository.  
82

83 **Section 2.** NABJ-CC may, after approval by of a majority of its Board of  
84 Directors, take positions or act on issues of social or professional  
85 concern. NABJ-CC may not endorse or support any candidate for  
86 public office.  
87

87 **Article III. Board of Directors and Officers of the Organization.**  
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89 Section 1. Titles of Officers of the Organization shall be President, Vice  
90 President/Print, Vice President/Broadcast, Secretary, Treasurer and  
91 Parliamentarian. The officers comprise the Executive Board of the  
92 Board of Directors.  
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94 Section 2. The Board of Directors shall consist of the President, Vice  
95 President/Print, Vice President/Broadcast, Secretary, Treasurer,  
96 Parliamentarian and six At-Large Directors.  
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98 Section 3. The Executive Board shall consist of the President, Vice  
99 President/Print, Vice President/Broadcast, Secretary, Treasurer and  
100 Parliamentarian.  
101

102 Section 4. The Immediate Past President and the Executive Director in good  
103 standing may serve as ex officio members of the Executive Board and  
104 shall serve in a non-voting, advisory capacity while maintaining the  
105 continued approval of the Board of Directors.  
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107 Section 5. The Executive Board shall share responsibility for the day-to-day  
108 management of the Organization and will be responsible for the  
109 development of an annual planning calendar and the scheduling of  
110 NABJ-CC events.  
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112 Section 6. All candidates for the Board shall be in good standing as of the date of  
113 submittal of the Candidate Application. Only persons who are in  
114 good standing can serve on the Board of Directors.  
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116 Section 7. The Board of Directors shall meet at least once every sixty (60) days.  
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118 Section 8. In order to conduct official business, three officers must be present at  
119 a Board of Directors' meeting.  
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121 Section 9. The Board of Directors shall have the power to set policy within the  
122 parameters of the Constitution and Bylaws, establish ad hoc  
123 committees and pass resolutions. A simple majority of the Board of  
124 Directors must approve all such actions. Policies and resolutions  
125 must be dated and approved in writing.  
126

127 **Article IV. Duties and Descriptions of Officers.**  
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129 Section 1. The President shall preside over all meetings of NABJ-CC and  
130 function as its principal executive officer. The President shall ensure  
131 that all resolutions, orders and contracts authorized by the Board of  
132 Directors are executed.  
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134 Section 2. The President shall also have the power to appoint or remove  
135 committee chairs, except as otherwise provided in the Constitution

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and Bylaws. The President, in cooperation with the respective committees, may meet with the given committee chairpersons to plan strategy and provide direction for the committee, according to the policies of NABJ-CC.

Section 3. The Vice President/Broadcast and the Vice President/Print shall assist the President in the discharge of the duties outlined in Article IV, Section 2, as assigned by the President. In the absence of the President, the Vice Presidents shall jointly and cooperatively assume the duties of the President.

Section 4. The Secretary shall serve as the principal communications officer. S/he shall keep, or cause to be kept, proper minutes of all meetings and shall maintain formal records. The membership shall have appropriate access to minutes of all meetings of the Board of Directors. Access shall accordingly be granted at a time and place reasonably determined by the Secretary. The Secretary shall be responsible for providing timely notices of general and annual meetings to the members. Approval by the Board of Directors shall be necessary to release copies of the minutes of the Board of Directors' meetings.

Section 5. The Treasurer shall serve as the principal financial officer of NABJ-CC. S/he shall be responsible for the maintenance and submission of all financial records of NABJ-CC, the submission of monthly financial reports and an annual financial report to the membership, the deposit of funds authorized to NABJ-CC in an account and/or accounts designated by the Board of Directors and the disbursement of funds of the Organization on order from the President and/or the Board.

- a) The Treasurer's signature is mandatory for any and all disbursements of funds on behalf of NABJ-CC.
- b) Should any disbursement of funds appear to be unlawful, the Treasurer shall submit the question of the legality of such order for the vote of the Executive Board, and s/he shall follow the course outlined by the majority vote of the Executive Board and in compliance with applicable Federal, State and local laws and regulations
- c) The Treasurer shall be bonded.
- d) No check shall be issued without the signature of two of the five voting officers.

185 **Article VI. Duties and Description of the Parliamentarian.**

186  
187 Section 1. The Parliamentarian shall be a non-voting member of the Executive  
188 Board. The Parliamentarian shall be selected from the Organization's  
189 membership by the President and approved by the Board of Directors.  
190 The Parliamentarian shall be responsible for ensuring compliance of  
191 NABJ-CC to its Bylaws and Constitution, maintaining proper  
192 parliamentary procedure and overseeing elections and amendments.  
193 This provision is not to be construed as a restriction on the  
194 Parliamentarian in casting ballots on matters before the Organization.

- 195  
196 a) The Parliamentarian shall serve as Chair of the standing  
197 Nominating Committee and ad hoc committees that may  
198 periodically consider provisions of or changes to the  
199 Constitution and Bylaws.  
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201 **Article VI. Eligibility for Office and Term of Office.**

202  
203 Section 1. To be eligible for elected office in the Organization, a candidate for an  
204 Executive or At-Large position on the Board of Directors must be a  
205 Full Member in good standing with NABJ-CC and the National  
206 Association of Black Journalists, and, once in office, shall maintain  
207 good standing throughout the duration of his/her term.  
208

209 Section 2. Each elected Board member is required to be in good standing, which  
210 is to be current in the practice of journalism, maintain the established  
211 standards of conduct for the journalism profession and remain  
212 financially current in the payment of Chapter and NABJ dues.  
213

214 Section 4. Associate Members, Student Members and General Members shall  
215 not be eligible to hold elected office in the Organization.  
216

217 Section 5. A term of office is a two-year period. The full Board of Directors and  
218 Ex Officio members shall serve concurrently and in cycles of two-  
219 year terms.  
220

221 **\*Article VII. Authority of the Directors to Appointment Advisors and the Role**  
222 **of Appointed Advisors.**

223  
224 Section 1. Authority of Board of Directors to Appointment Advisors.  
225 (a) The Board of Directors shall have the authority to appoint an  
226 Advisor with a select field of expertise to serve at the pleasure of the  
227 Board. Multiple fields of expertise may have a representative Advisor  
228 appointed.  
229

230 Section 2. Role of Appointed Advisors  
231 (a) Each Advisor may attend Board meetings as requested by the  
232 Board and shall provide regular advice and counsel to the Board in its  
233 consideration of various aspects of the specialty area of his/her

234 expertise. Each Advisor may Chair a committee on behalf of the  
235 Board and, as deemed appropriate by the Board, may fully engage  
236 with multiple committees providing advice and counsel in the  
237 specialty area.

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239 (b) Each Advisor to the Board must be a full member in good  
240 standing with NABJ-CC.

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242 **Article VIII. Membership Criteria.**

243  
244 Section 1. Each Full Member is required to be in good standing – which is to be  
245 current in the practice of journalism, meet and maintain the  
246 established standards of conduct for the journalism profession and  
247 remain financially current in the payment of Chapter dues. Student,  
248 Associate and General Members must conduct themselves in a  
249 manner appropriate to ethic standards of acceptable professionalism  
250 and remain financially current in the payment of Chapter dues.  
251 Standards of conduct represent the highest standards of the profession  
252 as appropriately adopted by NABJ on April 24, 2005. NABJ-CC  
253 wholly adopts the NABJ standards of conduct. Organization  
254 members are held to the standards as follows:

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- 256 ■ NABJ-CC Full Members are encouraged to become involved in  
257 community activities but are expected to disclose their  
258 employment or other relationships with those entities that  
259 influence or seek to influence the news.
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  - 261 ■ NABJ-CC Full Members are encouraged to disclose or refrain  
262 from investments or business relationships that actually bring or  
263 may appear to bring into question the integrity of their journalistic  
264 works. Members are expected to avoid conflicts of interest, real or  
265 perceived.
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  - 267 ■ NABJ-CC Full Members should disclose their political  
268 contributions to candidates and refrain from making such  
269 contributions in areas in which they cover or have journalistic  
270 contact.
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  - 272 ■ NABJ-CC Full Members should not accept free services or  
273 payments from news sources or public officials. In the same  
274 regard, NABJ members should not pay news sources, offer gifts  
275 to, or accept favors from those who seek to influence news  
276 coverage.
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  - 278 ■ NABJ-CC Full Members are urged to strive for words, images,  
279 graphics and sound that report truthfully, honestly and  
280 objectively.
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- NABJ-CC Full Members should not alter words, images, graphics or sound in a manner that deceives the public. This includes fabricating, or plagiarizing quotations and facts or electronically altering images or sound.
- NABJ-CC Full Members should disclose the origin of information and label all material provided by outside agencies, such as those provided in the form of news releases, public relations statements or audio or video releases.
- NABJ-CC Full Members should treat all subjects of news coverage with respect and dignity, particularly victims of crime and tragedy and their families.
- NABJ-CC Full Members should examine freelance opportunities and honoraria for speeches carefully to assure that they are not disguised as gratuities.
- NABJ-CC Full Members should refrain from surreptitious methods of gathering information or methods that misrepresent their standing except when traditional open methods have been exhausted or will not yield central information vital to the public.
- Without the explicit authority of the Board, no NABJ-CC member shall present him or herself, in any manner or capacity, as officially representing NABJ-CC. This provision shall in no way limit the authority vested in individual members of the Board of Directors to represent the Organization.
- As an organization that represents members of a racial minority that understands the pain of discrimination, NABJ-CC members should avoid stereotyping by race, gender, age, religion, ethnicity, geography, sexual orientation, disability, physical appearance or social status.

Section 2. All membership applications for Full, Student, Associate or General status will be subject to the review of the Board of Directors or, as its designate, the Membership Committee. The Board maintains full and final authority to accept or reject any recommendation of the Membership Committee.

Section 3. Full Membership:

- a) NABJ-CC grants Full Membership status to full-time journalists in current practice and in good standing. NABJ-CC grants Full Membership status to currently practicing part-time and per diem journalists who formerly practiced as full-time journalists for a minimum of five years and who are in good standing. NABJ-CC grants Full Membership status to journalism professors of

331 accredited academic institutions who are in good standing. Full-  
332 time Journalists are defined as writers, reporters, editors,  
333 newsroom managers, photographers and artists who produce,  
334 gather, disseminate and distribute news and are employed by  
335 institutions such as newspaper and magazine publishing  
336 companies, television and radio stations, wire services, and other  
337 media outlets that are properly vetted by the Board of Directors.  
338 The Board of Directors shall have sole and final discretion as to the  
339 determination of the essence of characteristics that constitute a  
340 journalistic media outlet.

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- 342 b) Full Membership also shall be open to college and university  
343 journalism professors of accredited academic institutions who  
344 attained five years' newsroom experience prior to joining  
345 academia.
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  - 347 c) Full Members are entitled to vote in all matters before the  
348 membership body of NABJ-CC and eligible to hold office,  
349 participate in all NABJ-CC functions and receive all NABJ-CC  
350 correspondence.
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  - 352 d) Full-time Journalists and journalism professors may take a leave of  
353 absence from the profession and may petition the NABJ-CC Board  
354 of Directors for permission to retain their NABJ-CC Full  
355 Membership status during the period of the leave.

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357 Section 4. Associate Membership:

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- 359 a) NABJ-CC grants Associate Membership status to freelance  
360 journalists and other media-related professionals if their goals and  
361 purposes are consistent with the NABJ-CC Constitution and  
362 Bylaws and the spirit of NABJ-CC and the National Association of  
363 Black Journalists. Associate Members shall be admitted to  
364 meetings; may voice a non-binding opinion; and may serve on  
365 committees. Beyond their appropriate role in committee  
366 membership, Associate Members may not vote in any other  
367 circumstance.
  - 368
  - 369 b) Associate members are eligible to receive all NABJ-CC  
370 correspondence.

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372 Section 5. Student Membership:

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- 374 a) NABJ-CC grants Student Membership status to persons who are  
375 currently registered as a full-time equivalent student at an  
376 accredited academic institution. The student must be majoring in  
377 print or broadcast journalism or multi-media communication, or  
378 indicating a strong interest in pursuing a journalism career (in the  
379 event the attended college or university has no print or broadcast

380 journalism curriculum). Student Membership status may continue  
381 for six months after graduation. Student Members shall be  
382 admitted to meetings; may voice a non-binding opinion; and may  
383 serve on committees. Beyond their appropriate role in committee  
384 membership, Student Members may not vote in any other  
385 circumstance.

- 386
- 387 b) Student Members are eligible to receive all NABJ-CC
- 388 correspondence.
- 389

390 Section 6. General Membership:

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- 392 a) NABJ-CC grants General Membership status to persons who share a
- 393 strong interest in journalism and the goals and objectives of NABJ-CC.
- 394
- 395 b) General Members are eligible to receive all NABJ-CC correspondence.
- 396 The number of General Members may not exceed half the Organization's
- 397 membership roster.
- 398

399 Section 7. Disciplinary Actions and Revocation of Membership:

- 400
- 401 a) The Executive Board shall oversee actions concerning disciplinary
- 402 measures against members and membership revocation. Any member is
- 403 subject to disciplinary action or revocation of membership if judged by the
- 404 Executive Board to have breached journalistic ethics, misrepresented the
- 405 Organization, engaged in improper conduct or behavior that could injure
- 406 the good name of the Organization, disturb its well-being or hamper it in
- 407 its good work.
- 408
- 409 b) The Board of Directors shall adopt rules and provisions governing the
- 410 process for Disciplinary Actions and Revocation of Membership.
- 411
- 412 c) In all matters of Disciplinary Actions and Revocation of Membership, the
- 413 decision of the Board shall be final.
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415 **Article IX. Membership Meetings, Powers and Voting.**

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417 Section 1. The membership shall assemble at least six times per year at such

418 times and places as may be determined by the Board for the purposes

419 of:

- 420
- 421 (a) Hearing and acting upon the reports of the President, Treasurer, Secretary
- 422 and various committees.
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- 424 (b) Participating in education and professional development forums, seminars
- 425 and workshops.
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- 427 (c) Hearing and acting on such business that may be of interest to the
- 428 membership.

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Section 2. Powers.

- a) Full Members in good standing shall have the power to:
1. adopt amendments to the Constitution and Bylaws.
  2. elect officers at least once every two years.
  3. address other matters as may be necessary or appropriate for the good of the Organization and its members.
  4. vote on all matters for action brought before the body.

**Article X. Fiscal Year and Membership Dues.**

Section 1. The fiscal year of NABJ-CC shall begin on January 1 and end on December 31 of each calendar year.

Section 2. All NABJ-CC members are required to pay dues. The term of a membership is 12 months beginning on the date of payment of dues. The fee amount for annual dues shall be set by periodic resolution of the Board of Directors.

**Article XI. Elections.**

Section 1. Election of the Board of Directors, including the Executive Board, shall occur at an Annual Meeting. All members of the Board of Directors shall concurrently serve the two-year term of their respective positions.

Section 2. The Board of Directors shall adopt rules governing the Organization's nominating procedure. The Nominating Committee shall oversee all elections and voting procedures on ballot issues.

- a) Any member may nominate a Full Member. Each nominee must consent to candidacy in writing in order to appear on the official ballot. Only Full Members in good standing are eligible to serve on the Board in elected positions. Only Full Members are entitled to vote for candidates.
- b) During February of an election year, the Secretary shall mail to all members in good standing an official Candidate Nomination Form, along with information concerning eligibility requirements, available Board positions, their respective terms and responsibilities. The mailings shall be accomplished by regular post and/or electronically, as determined appropriate by the Board. The selected mode for each mailing shall provide all voting members the reasonable assurance of receiving all election related documents and materials.

- 478 c) Each member is responsible for providing NABJ-CC with updated and  
479 current contact information.  
480  
481 d) Successful write-in candidates must be able to provide valid evidence of  
482 membership in good standing at the Annual Meeting election. Failure to  
483 timely provide such evidence may result in forfeiture of elected position to  
484 the candidate receiving the next highest vote tally. If no other qualifying  
485 member receives ballot votes, the Executive Board shall appoint a Full  
486 Member for the position at the earliest opportunity.  
487

488 Section 3. Voting.  
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- 490 a) An official pre-printed ballot is required for the election of officers or to  
491 make an amendment to the Constitution and Bylaws. An official ballot  
492 must be on NABJ-CC stationery and be signed by the President, Secretary,  
493 Treasurer, Parliamentarian, and two members of the Nominating  
494 Committee.  
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496 b) The ballot shall be designed to allow for the addition of at least one write-  
497 in candidate per office by the receiving NABJ-CC members. Ballots will  
498 be available at Annual Meeting elections for distribution to Full Members  
499 in good standing.  
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501 c) Each Full Member shall bring to the Annual Meeting his/her current  
502 NABJ-CC membership card as identification and valid evidence of  
503 membership in good standing.  
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505 d) Absentee ballots may be obtained by a formal request to the  
506 Parliamentarian. The request shall be made in writing and submitted  
507 electronically to the Nominating Committee. Additionally, via telephone,  
508 the requestor shall take the initiative to confirm receipt of the e-mail  
509 request.  
510  
511 e) Notice of the availability of absentee ballots shall be made to the voting  
512 membership no less than two weeks prior to the election. Completed  
513 absentee ballots shall be received by the Nominating Committee no less  
514 than three days prior to the election. In the event of an electronic  
515 submittal of Absentee Ballot, it shall be acceptable only if it is cast from  
516 the verifiable and verified e-mail address-of-record for the Full Member  
517 who requested the Absentee Ballot.  
518

519 **Article XII. Committees.**  
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- 521 Section 1. NABJ-CC shall have six standing committees: Membership, Program  
522 Planning, Communications, Fund-Raising, Nominating and Media  
523 Advocacy.  
524

- 525 a) The Membership Committee shall approve all applications for  
526 membership; manage the awarding of student scholarships; and administer  
527 the Annual Membership Drive.  
528
- 529 b) The Membership Committee shall be responsible for activities related to  
530 career development, advancement and opportunity.  
531
- 532 c) The Program Planning Committee shall be responsible for all standard  
533 NABJ-CC activities, such as preparation of a newsletter, planning and  
534 executing an Awards Banquet, and the coordination of other programs  
535 which honor excellence and outstanding achievements by local Black  
536 journalists.  
537
- 538 d) The Communications Committee shall prepare press releases and internal  
539 flyers and develop publicity strategies for NABJ-CC-sponsored events.  
540
- 541 e) The Nominating Committee shall be responsible for overseeing all  
542 elections and procedures requiring a ballot vote.  
543
- 544 f) The Fund-Raising Committee shall plan and implement all non-standard  
545 events and activities designed to generate income for the Organization.  
546
- 547 g) The Media Advocacy Committee shall be charged with monitoring the  
548 institutional media for discrimination and other injustices to African-  
549 Americans in news coverage and employment practices. The Media  
550 Advocacy Committee shall report to the Board and the membership  
551 regarding issues of concern for Chapter consideration and/or action.  
552

553 Section 2. Ad hoc committees may be formed by the President, at the discretion  
554 of the Board, as needed. Each Ad hoc committee shall be respectively  
555 established at the pleasure of the Board and shall expire, respectively,  
556 at a time determined by the Board.  
557

558 Section 3. Membership to a committee will be open to all categories of NABJ-CC  
559 membership. The number of members serving on a committee may be  
560 determined by the Committee Chair and the limitation is subject to the  
561 approval of the Board of Directors. The Nominating Committee is  
562 excepted from Board approval. The Nominating Committee  
563 composition requires approval by a voice vote of the Full Membership  
564 present at a regular meeting.  
565

566 **Article XIII. Vacancies, removals from office and successions.**  
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568 Section 1. The President shall appoint a Full Member to fill a vacancy  
569 created by the departure, resignation or removal from office of any  
570 member of the Board of Directors. The appointment shall be limited  
571 to the time remaining in the term of the vacated position. Such  
572 appointment requires both the approval of a minimum of three

573 members of the Executive Board and an official notification of the  
574 appointment to the general membership.  
575

576 Section 2. A member of the Board who does not attend three successive,  
577 regularly scheduled meetings of the Board may be deemed to have  
578 resigned his/her position and such resignation may be accepted by  
579 action of the Board.  
580

581 Section 3. A member of the Board may be removed from his/her position and the  
582 Organization for dereliction of duty or unethical behavior. A two-  
583 thirds majority of the Board vote in favor of removal is required for  
584 removal action to succeed.  
585

586 d) The Board of Directors shall adopt rules and provisions governing the  
587 process for addressing vacancies, removals from office and successions.  
588

589 Section 4. In the event the President is unable to serve, the remaining members of  
590 the Executive Board shall have the power to appoint an Acting  
591 President. The Acting President may hold office for a period of no  
592 more than sixty (60) days. An open election is then required to  
593 officially fill the President's office. The election must take place no  
594 more than 60 days from the effective date of the vacancy.  
595

#### 596 **Article XIV. Meetings.**

##### 597 Section 1. Annual Meetings

598 a) There shall be an Annual Meeting of NABJ-CC membership each  
599 month of May. A quorum shall consist of Full Members in  
600 attendance at such meeting. The business to be conducted during  
601 the Annual Meeting shall include:  
602

- 603 1. the election of officers;
- 604 2. the reading and acceptance of the annual financial report; and
- 605 3. reports of officers and standing committees and active ad hoc
- 606 committees
- 607 4. notice of increases in membership dues.  
608

##### 609 Section 2. Regular Meetings

610 a) A regularly scheduled NABJ-CC meeting requires advance notification of  
611 five days. A regularly scheduled meeting should occur at least quarterly.  
612 Business matters are reported at regularly scheduled meetings. A quorum  
613 shall consist of Full Members in attendance at such meetings.  
614

##### 615 Section 3. Special Meetings

616 a) A Special Meeting may be called by the President, a simple  
617 majority of the Board of Directors, or a vote earning the approval  
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622 of two-thirds of the Full Members. A Special Meeting is called to  
623 address a discrete business matter of significant urgency. NABJ-  
624 CC Special Meetings requires two days advance notification to  
625 Full Members and is open only to Full Members in good standing.  
626 A quorum shall consist of Full Members in attendance at such  
627 meetings.  
628

629 Section 4. Limitations in Audio/Video Recording and  
630 Broadcast/Publication/Internet Distribution

- 631
- 632 a) The Chapter reserves the right to designate entire forums, or portions  
633 thereof, as *off-the-record*. In such instances, discussion points and  
634 information shared is not for release via any media without prior approval  
635 of the Executive Board. Non-compliance with this provision is cause for  
636 revocation of membership.  
637

638 Advanced permission to record any portion of an NABJ-CC meeting must  
639 be requested of and granted by the Executive Board. Upon the granting of  
640 such permission, a full and complete copy of the audio and/or visual  
641 recording must be provided to the NABJ-CC Board by the recording party  
642 within twelve (12) hours of the conclusion of the meeting. NABJ-CC  
643 reserves the right to confiscate any recording made at a Chapter meeting  
644 without Board permission and to eject from the meeting any party  
645 involved in the recording effort. This provision refers to audio and/or  
646 visual recordings and is not intended to limit manual note-taking. The  
647 Executive Board's permission is activated only upon the requestor's  
648 signed agreement to these terms.  
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650 **Article XV. Constitutional Amendments and Effective Date.**

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652 Section 1. Proposal of Amendments.

- 653 a) Amendments to this Constitution may be proposed by any Full Member.  
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655 Section 2. The Constitution may be amended as follows:  
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- 657 a) The Constitution may be amended by an affirmative vote of two-thirds of  
658 the voting members present. Any proposed amendment to this  
659 Constitution shall be submitted in writing to the Parliamentarian at least  
660 eight (8) weeks prior to an Annual Meeting or a Special Meeting. The  
661 Parliamentarian will convene and chair the Constitutional Committee to  
662 consider each proposal solely and comprehensively. The Committee will  
663 circulate proposed amendments, with a recommendation, to all members  
664 at least 30 (thirty) calendar days prior to the Annual Meeting or Special  
665 Meeting. At the next Annual Meeting or Special Meeting, the  
666 membership may decline amendments by a majority or approve said  
667 amendments with an affirmative two-thirds vote and said amendment shall  
668 be considered adopted immediately. A minimum of four (4) weeks  
669 notice must be provided for a Special Meeting called to consider  
670 amendments.

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- b) Any approved amendments to the Constitution and Bylaws shall be circulated to all members either by distribution at the Annual or general meetings, regular postal mail or electronically providing notice of the Chapter’s Web site update of the posted Constitution and Bylaws.

**Article XVI. Parliamentary Authority.**

Section 1. *Robert’s Rules of Order*, as revised, shall be used to provide guidance in governing all NABJ-CC meetings and apply to all matters of the Organization not covered by either the NABJ-CC Constitution and Bylaws or the National Association of Black Journalists’ Constitution.

**Article XVII. Procedural and Regulatory Compliance.**

Section 1. Upon adoption, the provisions of this Constitution, shall, as necessary, be subject to compliance with applicable Federal and State of Illinois laws and City of Chicago ordinances governing the transaction of NABJ-CC business.

Section 2. NABJ-CC shall conduct its activities as acceptable and in accordance with guidance for non-profit corporations in Section 501 (c)(3) of the United States Internal Revenue Code, as amended, and the rulings and regulations there under.