

Document Title	<b>National Leather Association - Dallas Fresh Leather Policies and Procedures</b>
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## **National Leather Association – Dallas**

### **NLA Fresh Leather Outreach Program**

#### **Policies and Procedures**

# **NLA-Dallas Fresh Leather**

## **I. Mission**

NLA-Dallas Fresh Leather (NLA-DFL), an outreach program of National Leather Association – Dallas (NLA-Dallas), a chapter of NLA-International (NLA-I), is designed to create a structured, supportive environment for NLA Dallas chapter members ages 18 through 35. The group is primarily focused on community, education, service, and leadership opportunities, and will work to uphold Leather traditions and values among younger members.

- A. Support the mission, purpose, and community efforts of NLA-Dallas.
- B. Provide a community network of peers between the age of 18 and 35.
- C. Provide for a leather history components within each general meeting.
- D. Host Leather 101 workshop each quarter which will be open to members and guests over the age of 18 as well as guests over the age of 35.
- E. Create a personal mentor connection with elders in the community.
- F. Provide leadership opportunities for DFL members.

## **II. Membership**

- A. Voting membership is open to any current NLA-Dallas chapter member between the ages of 18 and 35 who supports the mission statement of NLA-DFL.
- B. The internet social group(s) is open to any person between the ages of 18 and 35 who is interested in learning more about NLA-DFL and NLA-Dallas chapter.
- C. Only current Voting Members of NLA-DFL are eligible to make motions, vote, nominate members for office, or hold office.
- D. Expired members will be given a grace period of two months to renew membership. Failure to renew will result in a 30-day suspension of Voting Membership privileges (reinstated upon renewal). If renewal has not occurred by the conclusion of the suspension, the member is removed.
- E. Members may indicate on business cards, stationery, and in advertising their membership in NLA-DFL.

- F. Members may not present themselves as spokespersons for the association unless the LC or a vote of the membership specifically authorizes them to do so.
- G. Membership in NLA-DFL is confidential in accordance to section II.F of the NLA-Dallas bylaws.
- H. Voting membership in NLA-DFL may be revoked in accordance with section 5 of the NLA-Dallas Policies and Procedures.

### **III. Conduct of business**

- A. NLA-DFL general meetings will occur monthly at a time and place determined by the Leadership Council. Monthly meetings are open to any person between the ages of 18 and 35 who is interested in learning more about and/or participating in NLA Dallas chapter and NLA-DFL.

Elders may attend in an education capacity at the discretion of the Education Chair and the LC.

The NLA-Dallas co-chairs and the President and Vice-President of NLA-International, may attend NLA-DFL meetings at their discretion.

- B. Private events and functions of NLA-DFL are open only to Voting Members and their approved guests. Guests of voting members over the age of 35 may be approved for special functions and events. Requests for guests should be submitted to the Membership Chair
  - 1. Guest denials may occur at the decision of 51% of the LC prior to the meeting. If the request is made on the day of an event, a denial may occur at the decision of 51% of LC members present.
- C. Legal photo identification is required for non-voting members attending their first meeting. Identification may be requested at any time at the discretion of the LC. Failure to provide identification may be grounds for removal from a meeting or function.
- D. Special meetings to address a single issue may be called by any two (2) members of the LC or by petition of one-third (1/3) of the voting membership of NLA-DFL to the LC. Special meetings are open only to voting members of NLA-DFL, and can occur no sooner than one week after notification is posted to the group.
- E. Meeting and event information will be posted on the internet social group(s) at least one week prior to the event.
- F. Meetings will include, but are not limited to, relevant components such as demonstrations, discussions, and group business.

- G. A quorum, consisting of two-thirds (2/3) of the LC, will be necessary to conduct all LC meetings. For general meetings, a quorum shall be 10% of membership plus 2 LC members. At either meeting, a quorum is required for:
1. Amendments to the Policies and Procedures.
  2. Election of Officers.
  3. Any vote requiring a two-thirds (2/3) majority for approval.
- H. The Leadership Council will determine the agenda of meetings.
- I. At any open meeting, guests may be asked to leave the room during discussion and voting on sensitive issues. A request that an issue be declared sensitive should be directed to a LC member. The issue will be debated and voted on before any other business is conducted.
- J. Inter-group conflict will be handled through a mediation process determined by the LC President and Vice-President. If issues are not resolved adequately, the mediation process will be turned over to the NLA-Dallas Co-Chairs. Members will be bound by resolutions determined by the mediation process. If members do not abide by resolutions, they may be removed from NLA-DFL according to the policies and procedures.
- K. If the President and Vice-President are absent, the Secretary will conduct the meeting, and a Member-at-Large will take minutes.

#### **IV. Administration of NLA-DFL**

- A. NLA-DFL shall be governed by these Policies and Procedures, and by the Bylaws of NLA-Dallas chapter, as approved by NLA-International.
- B. The Leadership Council will consist of the following:
1. President
  2. Vice President
  3. Secretary
  4. Membership Chair
  5. Education Chair
  6. Community Service Chair
  7. 3 Members-at-large
- C. Duties of members-at-large will be determined by the LC as a whole. Additional members-at-large positions can be added by a two-thirds (2/3) vote of the LC.
- D. Leadership Council will serve two-year, staggered terms.

1. The Vice-President, Membership Chair, Community Service Chair, Member-at-large will be elected in odd numbered years.
  2. The President, Secretary, Education Chair, 2 Members-At-Large will be elected in even numbered years.
- E. The President will be elected by Voting Members of NLA-DFL and submitted for ratification by the EC. Other positions will be elected during NLA-DFL general meetings. To be eligible for President, the nominee must have served in another position on the LC. To hold any office, the nominee must be a Voting Member and fall between the target age range throughout the duration of the term.
1. Only one member of a recognized domestic partnership may serve on the LC at any given time.
  2. LC members must maintain current NLA-Dallas membership throughout their term of service.
- F. Nominations for office will be opened two months before an election and closed seven days before an election. Voting Members may nominate candidates for office by submitting names to the President. Nominees will submit a short statement to the LC accepting the nomination and commenting briefly about their experience and intentions. This statement will be provided to the membership before voting occurs. General elections will be held at the public meeting in February. Nomination results must be recorded in the general meeting minutes. Votes will be counted by two LC members who are not up for re-election. The newly elected Leaders will assume office at the first business meeting following elections.
- G. Should an office become vacant before the expiration of its term, a special election must be held to fill that position. Nominations will be opened two months before and closed seven days before the election. If less than six months remain before a position is set to expire, the LC may choose to leave the position vacant or appoint someone to fulfill the term.
- H. An LC member may resign by submitting a written resignation to the remainder of the LC.
- I. Any member of the LC may be removed from office in a special meeting by a three-fourths (3/4) majority of the Voting Members present in accordance with the established Policies and Procedures.
- J. The LC of NLA-DFL is responsible for coordinating the management, activities, and goals of the outreach as approved by the membership. The LC will work under the NLA-Dallas chapter EC.
- K. The LC will meet at least once monthly as announced at the public chapter meetings.
- L. Meetings of the Leadership Council (LC) are open to all members and invited guests having business with NLA-DFL. The LC may limit participation.
- M. The Leadership Council may establish or dissolve any and all standing or ad-hoc committees deemed appropriate. Committee membership shall be open to any current Voting Member in good standing on a voluntary basis, and at the discretion of the specific committee chair. Committee membership shall have no specified term limit. Committee members may resign by written or verbal notice to the specific committee

chairperson. Standing Committees may include, but are not limited to, Membership, Education, Community Service, Voter Outreach, Mentorship, and Leather 101.

- N. Proposed amendments and/or revisions of the Policies and Procedures will follow Article III, Conduct of Chapter Business as written in the NLA-D Bylaws.
- O. Revisions to the Policies and Procedures for NLA-DFL will be handled in accordance with the NLA-Dallas bylaws section VII.
- P. The finances of NLA-DFL will be handled in accordance with section 2 of the NLA-Dallas Policies and Procedures.