

CONSTITUTION AND BY-LAWS
ILLINOIS PHCC AUXILIARY

ARTICLE I
NAME AND INSIGNIA

Section 1

The name of this organization shall be "Illinois PHCC Auxiliary", a division of the PHCC National Auxiliary. The principal place of business shall be the residence of the President or as directed by the Board of Directors.

Section 2

Local auxiliaries shall be subordinated to the Illinois PHCC Auxiliary and shall conform to their by-laws.

Section 3

The insignia of the Illinois PHCC Auxiliary shall be the same as used by the Illinois PHCC.

ARTICLE II
OBJECTIVES

Section 1

The objectives of this Auxiliary are to work in partnership with the Illinois PHCC through cooperation, communication and education.

- To unite for mutual benefit, persons who are interested in the various phases of the PHC industry
- To promote the PHCC industry and encourage participation among Illinois PHCC Auxiliary members
- To provide members with knowledge of the legislative process and legislation as it relates to the PHC industry

Section 2

To honor the memory of those who have contributed to the advancement of the Illinois PHCC Auxiliary.

ARTICLE III
MEMBERSHIP

Section 1

Any person sponsored by a current Illinois PHCC Auxiliary member in good standing is eligible to be a member of the Illinois PHCC Auxiliary. Once sponsored, a member may retain membership for life, as long as they remain in good standing.

Section 2

An Auxiliary may be formed in any community having a local PHCC organization in the Illinois PHCC. An application for Charter must be accompanied by properly filled out and signed applications of prospective members and must be sent to the state President for approval and endorsement. A local Auxiliary must have three paid members in order to maintain active status and be allowed to keep its charter.

Section 3

Wherever a local Auxiliary exists, a member of the Illinois PHCC Auxiliary must be a member of the local Auxiliary. Wherever there is no local Auxiliary, any eligible person may become a member-at-large of the Illinois and PHCC National Auxiliary upon payment of dues per Article IV, Section 2 and 3.

Section 4

The Past President who has the most seniority on the active membership list will receive the honorary title "State President Emeritus".

Section 5

Past Presidents of Illinois PHCC Auxiliary who wish to remain a member may do so by paying annual state dues.

ARTICLE IV DUES and APPROPRIATIONS

Section 1

Illinois PHCC Auxiliary dues for each member in good standing shall be determined by the Board of Directors and confirmed by the voting members at the Illinois PHCC Auxiliary Annual Convention.

Illinois PHCC Auxiliary dues shall be sent to the Secretary by May 1 of each year. The fiscal year shall be from July 1 to June 30.

Section 2

PHCC National Auxiliary dues will be billed to each Illinois PHCC Auxiliary member directly from the PHCC National Auxiliary and shall be due and payable according to the statement received from the National Auxiliary Membership Secretary.

Section 3

State President shall be allowed \$750.00 to cover expenses to attend all meetings and functions at the National Convention. If the President is unable to attend, the Vice-President, or if necessary a Past President will be appointed by the President to attend the meetings and functions and report to the Board of Directors upon their return. The check for \$750.00 will be made out to the person attending in the President's place.

This amount may be reconsidered annually if such factors as the convention location or inflation make this amount insufficient. The board may choose to change this amount by a majority vote.

Section 4

A memorial shall be made for each deceased member, or the deceased mate of an officer or Past President, by the Illinois PHCC Auxiliary by sending a memorial in their honor and memory. The amount will be at the discretion of the Board of Directors.

Section 5

At the discretion of the Board of Directors a gift may be presented to the National President at the annual board meeting.

Section 6

A Past President's pin will be purchased and presented to each State President upon their retirement as President of our Auxiliary.

Section 7

The Illinois PHCC Auxiliary will pay Convention Chairman and Co-Chairman's convention registration fees for the current year.

ARTICLE V OFFICERS

Section 1

Elected Officers of this Auxiliary shall consist of the President, Vice-President, Treasurer and Secretary. They will be elected each year at the annual State Convention.

Section 2

The President shall appoint the following officers and chairmen: Chaplain, Parliamentarian, Legislative, Editor, Historian, Convention, Ad Book, and Scholarship.

Section 3

Officers shall be elected or appointed for a term of one year and shall serve until their successor is elected or appointed.

No elected officer shall be eligible to serve more than two (2) consecutive terms except the Treasurer, who may not serve more than four (4) consecutive terms.

Section 4

Vacancies in elective offices will be filled by appointment of the President and approval of the Executive Committee. If a vacancy occurs in the office of President, the Vice-President automatically becomes the presiding officer.

Section 5

Any regular member in good standing is eligible for office in the Illinois PHCC Auxiliary.

ARTICLE VI
DUTIES OF OFFICERS/BOARD MEMBERS

Section 1

President shall preside at all Auxiliary meetings and executive meetings. They shall be an ex-officio member of all committees and perform all duties pertaining to the office. They shall be the official delegate to the National Convention and represent Illinois at the National breakfast/luncheon honoring State Presidents as well as all other functions for State Presidents

The President and the Convention Committee and/or Co-Chairman shall attend all Illinois PHCC convention committee meetings and cooperate with the contractors association.

Section 2

In the absence of the President, the Vice-President shall perform the duties of President.

Section 3

Secretary shall keep accurate records of all meetings. They shall conduct all correspondence and keep copies of all letters, written and received. These shall be filed with the records of the Auxiliary.

Secretary shall collect all dues, other donations and scholarship donations. They will send monies received to the Treasurer. They will also keep accurate record of the membership with correct addresses each year and will print a new roster for each member to be inserted in their directory.

Section 4

The Treasurer shall receive all monies of the Auxiliary from the Secretary, keep a detailed account of receipts and disbursements and pay funds only as authorized by the Board. They shall present itemized statements of account at each board meeting, convention and/or whenever requested by the Board.

Section 5

Historian shall keep in the history book any clippings, photos, programs, etc., which will be of interest to our Illinois PHCC Auxiliary history.

Section 6

Parliamentarian shall automatically become Chairman of the Resolutions Committee.

Section 7

Immediate Past President shall automatically become Chairman of the Nominating Committee.

Section 8

The Chaplain will send out get well and sympathy cards to our members as needed. They will notify the National Chaplain of deaths of our members. The Chaplain shall work with the Executive Director on the Memorial Service at the opening session of the State Convention.

Section 9

Editor will be in charge of the Newsletter. These newsletters will be sent out at the option of the Editor if there is enough information to make it worthwhile.

Section 10

Legislative Chairman shall report to the Illinois PHCC Auxiliary all matters concerning proposed and passed legislation of concern to the plumbing, heating, cooling industry.

Section 11

The Convention Chairman shall be custodian of the State banner and the guest book for registration desk at the state convention. The Convention Chairman will work with the Illinois PHCC in planning Auxiliary events for the annual State Convention.

Section 12

The Ad Book Chairman shall be in charge of the ILPHCC Exposition Ad Book. This includes soliciting ads, ad layout, working with printer, and collecting ad monies.

Section 13

The Scholarship Chairman will be in charge of placing scholarship application in Illinois Master Plumber annually, receiving applications, and evaluating and selecting scholarship winners.

Section 14

Each officer shall transfer all books and other material pertaining to their office to the new officers immediately following the close of the business session at the State Convention.

ARTICLE VII BOARDS

Section 1

Executive Board shall consist of President, Vice-President, Secretary and Treasurer.

Section 2

Board of Directors shall consist of President, Vice-President, Secretary, Treasurer, Historian, Chaplain, Editor, Parliamentarian, Immediate Past President, and all committee chairpersons.

Section 3

Board of Directors shall meet and hold meetings at the same time and place as the Illinois PHCC board meetings. More board meetings may be held at the direction of the board. A quorum for conducting board business will be two-thirds of the current board members.

ARTICLE VIII CONVENTION

Section 1

Convention of the Illinois PHCC Auxiliary shall be concurrent with the Illinois PHCC Convention.

Section 2

Voting delegates shall be any member of this Auxiliary who is in good standing and registered at the convention.

Section 3

Six registered members shall constitute a quorum for transacting convention meeting and business.

ARTICLE IX STUDENT SCHOLARSHIP AWARDS

Section 1

Student scholarships shall be awarded to student(s) after his/her first year of college. An applicant may also apply for a scholarship for post-graduate work. The Scholarship Committee will make the selection.

No person may receive more than one award from Illinois PHCC Auxiliary during his or her academic career and there cannot be more than two awards per family per year. A permanent current list of the Recipients will be kept in the scholarship files.

Section 2

The scholarship awards shall be presented by the Chairman of the Scholarship Committee at the Illinois PHCC Convention.

Section 3

The Scholarship Committee shall consist of the Chairman and two members appointed by the President. No award will be given two years in succession in the same area if at all possible.

Section 4

The scholarship award amount will be established with donations from individuals, local auxiliaries, memorials and any project that the Illinois PHCC Auxiliary undertakes to enhance this account. The student scholarships will be awarded to the student for their education.

The amount of funds available for scholarships vary each year, so at the discretion of the Board of Directors an annual amount will be set at the Board Meeting prior to the State Convention.

Section 5

All applications shall be sent to the Scholarship Committee by the designated date established by the chairman. The committee shall announce the recipient(s) at the Pre-Convention Board Meeting and the scholarship(s) awarded at the State Convention.

ARTICLE X
RULES OF ORDER

Section 1

For all parliamentary procedures, all conventions and meetings of the Illinois PHCC Auxiliary are governed first by the Auxiliary By-Laws.

Section 2

In matters not covered in the Auxiliary By-Laws, the Auxiliary shall abide by Robert's Rules of Order Newly Revised Edition.

ARTICLE XI
AMENDMENTS TO THE BY-LAWS

Section 1

These By-Laws may be amended at any annual Convention of the Illinois PHCC Auxiliary by a motion of a member, provided motion is carried by a two-thirds (2/3) vote of all registered members present. All passed amendments will take effect immediately upon their adoption.

Section 2

All proposed amendments should be approved by the Auxiliary Board of Directors, and sent to all members no later than thirty (30) days prior to the State Convention.

AMENDMENTS ADOPTED: 1977, 1978, 1979, 1980, 1981, 1982, 1983, 1984, 1985, 1987, 1989, 1991, 1999 AND 2006.