



Iowa FBLA Constitution and Bylaws



**FUTURE BUSINESS LEADERS OF AMERICA
IOWA STATE CHAPTER
CONSTITUTION**

ARTICLE I – NAME

Section 1. The legal name of this organization shall be the Iowa Future Business Leaders of America (Iowa FBLA), hereinafter referred to as “the Chapter.”

ARTICLE II – PURPOSE

Section 1. The purpose of this FBLA High School Chapter shall be to further the goals of FBLA within the state of Iowa. The Chapter shall provide as an integral part of the instructional program additional opportunities for secondary students in business education to develop career and technical supportive competencies and to promote civic and personal responsibilities.

Section 2. The purpose of this FBLA Collegiate Chapter shall be to further the goals of FBLA within the state of Iowa. The Chapter shall provide opportunities for post-secondary and college students to develop technical competencies for business occupations and business teacher education. FBLA Collegiate is an integral part of the instructional program and in addition promotes a sense of civic and personal responsibility.

Section 3. The specific goals of FBLA and the Chapter 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
- Facilitate the transition from school to work

The Chapter shall not have any purpose nor engage in any activity inconsistent with the status of an educational and charitable organization as defined in Section 501 (c) (3) of the Internal Revenue Code of 1954 or any successor provision thereto, and none of these goals shall at any time be deemed or construed to be other than the public benefit, purposes, and objectives consistent



with such educational and charitable status, nor shall the Chapter adopt goals or engage in any activity inconsistent with the goals and policies of FBLA, Inc.

ARTICLE III – MEMBERSHIP

Section 1. The membership of the Chapter shall consist of FBLA Middle School, FBLA High School, or FBLA Collegiate members residing within the state of Iowa or recognized by the Iowa State Chapter. Classes of membership identical to those established by FBLA, Inc., shall be established by the Chapter. Such classes, together with the voting and other rights of each, may be more specifically set forth in the bylaws.

ARTICLE IV – DUES AND FINANCE

Section 1. The chapter may assess dues from the members in addition to dues assessed by FBLA, Inc.

Section 2. No part of the net earnings of the Chapter shall benefit any member, sponsor, donor, creator, director, officer, employee, or any other private individual or to the benefit of any corporation or organization, any part of the net earnings of which benefit any private individual; provided, this shall not prevent payment of reasonable compensation for services actually rendered the Chapter in effecting its goals.

The Chapter shall not divert any part of its income or corpus to any member, sponsor, donor, creator, director, officer, or employee; by lending any part of its income or corpus without receipt of adequate security and a reasonable rate of interest; by paying any compensation in excess of reasonable rate of interest; by paying any compensation in excess of reasonable allowance for salaries, or other compensation for personal services actually rendered; by making any purchase of security or other property for more than adequate consideration for money or money's worth; by selling any substantial part of its securities or other property for less than adequate consideration for money or money's worth; or by engaging in any other transaction which, either directly or indirectly, results in such diversion of its income or corpus.

The Chapter shall not make any accumulation of its income unreasonable in amount or duration.

Section 3. The chapter shall not use any income for purposes other than the objectives in this Constitution set forth or invest any income in any manner which might jeopardize the fulfillment or carrying out of its objectives The Chapter shall not devote a substantial portion of its activities to carrying on propaganda or



otherwise attempting to influence legislation, and in no event shall the Chapter engage in any legislative activities other than those in direct furtherance of the Chapter's stated objectives. The Chapter shall not participate in or intervene in any political campaign on behalf of any candidate for public office. In general, the Chapter shall not act in any way or engage in any activity which might affect its right or the right of FBLA, Inc., to full tax exemption or the right of donors to the Chapter of FBLA, Inc., to full tax deduction for their contributions to the Chapter of FBLA, Inc., and the Chapter shall be so operated as to be entitled to and receive all tax exemptions, federal or local, which may be granted to charitable, scientific, or educational associations or foundations.

ARTICLE V – ORGANIZATION

Section 1. The Chapter is a subsidiary of the Future Business Leaders of America, Inc. As an integral part of FBLA, Inc., the Chapter shall have goals and engage in activities consistent with the organization's status as a charitable and educational organization as defined in Section 501 (c) (3) of the Internal Revenue Code of 1954. Reports shall be submitted to FBLA, Inc. as requested.

Section 2. The Chapter shall be governed by a Board of Directors which shall serve as the policymaking body for the Chapter, and which shall be subject to this constitution, the FBLA Middle School, FBLA High School, or FBLA Collegiate bylaws, and the National Board of Directors of FBLA, Inc.

Section 3. The Chapter shall adopt a set of bylaws consistent with this constitution, which shall include the powers and duties of the Board of Directors, officers and elections, meetings of the Chapter, and any other provisions necessary for the orderly administration of the Chapter.

Section 4. The Chapter shall maintain such relationships with FBLA local chapters within the state of Iowa as shall be approved by the Board of Directors. The Chapter may apply to the Internal Revenue Service for a group tax exemption ruling on behalf of the local chapters within the state.

Section 5. Upon dissolution, all the assets of the Chapter shall be and remain the assets of FBLA, Inc.

ARTICLE VI – EMBLEMS AND INSIGNIA

Section 1. The Chapter emblems shall be the emblems of the national organization. Only members in good standing may use official emblems and insignia.



ARTICLE VII – AMENDMENTS

Section 1. This Constitution is a mandatory Constitution drafted by FBLA, Inc. for adoption by its state chapters and shall be unamendable without the written consent of FBLA, Inc. Should amendments be required for the purpose of qualifying or retaining qualification under Section 501 (c) (3) of the Internal Revenue Code of 1954 or any successor provision thereto, such amendments, as approved by the National Board of Directors of FBLA, shall become a part of this Constitution with or without the consent of the Chapter.

Adopted: April 7, 1947
Revised: May 9, 2020
February 13, 2022
Proposed:



**FUTURE BUSINESS LEADERS OF AMERICA
IOWA STATE CHAPTER
HIGH SCHOOL BYLAWS**

ARTICLE I – MEMBERSHIP

Section 1. Membership in this organization shall consist of individual chapters located in the high schools of Iowa, which have been chartered by the national organization known as Future Business Leaders of America.

Section 2. National FBLA, as well as the state and local chapters, shall be open for membership to these classes of members:

- *Active Members* shall be secondary students who become members while enrolled in business and/or business-related fields, who accept the purpose of FBLA, subscribe to its creed, demonstrate willingness to contribute to good school-community relations, and possess qualities for employment. Active members shall pay dues as established by FBLA and may represent their state and local chapters as approved by their respective state and 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 FBLA. Honorary Life members shall not vote or hold office and shall not be required to pay dues.
- *National Honorary Life Members* may be recommended by the membership and shall be accepted upon approval by the board of directors of FBLA. They shall be persons making significant contributions to the field of business and office education and/or to the growth and development of FBLA. National Honorary Life members shall not vote or hold office and shall not be required to pay dues.

Section 3. All persons to be eligible for active membership must pay national and state dues. State dues are \$6.00 per year or the associated rate of the Program Affiliation Model as approved by the Board of Directors. All persons to be able to participate at the state leadership conference must pay dues by the required deadline approved by the Board of Directors.

ARTICLE II – GOVERNING AUTHORITY

Section 1. A Board of Directors shall help provide direction for FBLA toward its goals and purposes and act as a liaison between the State Chapter and the business community of the state.



Section 2. The Iowa FBLA Board of Directors shall consist of, at minimum, State President of each division (FBLA Middle School, FBLA High School, and FBLA Collegiate, ex-officio, non-voting), the State Adviser (ex-officio), the State Chairperson (ex-officio, non-voting), three (3) secondary (FBLA High School) advisers, three (3) post-secondary advisers (FBLA Collegiate), two (2) Business & Industry representatives and one (1) at-large member.

Section 3. The Iowa FBLA Board of Directors shall be selected for a three-year term with a President, Vice President, Secretary, and Treasurer elected annually by their peers. Members may serve a maximum of two, three year consecutive terms. Members are required to have a one year hiatus before serving an additional term. If a vacancy occurs, a replacement shall be selected by the board for the remainder of the term.

ARTICLE III – OFFICERS

Section 1. The following officers shall be elected at the State Leadership Conference: State President, State Secretary, State Treasurer, and Six (6) District Vice Presidents. State officer candidates must follow all guidelines in the state officer application process. If an office is uncontested through no candidates applying or qualifying, the State Adviser will notify chapters and will accept applications only for those positions.

Section 2. State officers shall annually present proposed guidelines concerning eligibility for state candidacy at the fall meeting.

Section 3. Any active FBLA High School member shall be eligible to run for a state office. No more than two (2) members from a local chapter may run for an office in a given year.

Section 4. The state officers shall be elected annually at a State Leadership Conference by a ranked ballot vote. The State President, State Secretary, and State Treasurer shall be elected by a vote of the delegates at large. The six District Vice Presidents shall be elected by a vote of the delegates from respective districts. Those schools who have answered with two delegates to a roll call vote taken at the Delegate Assembly, may cast two votes. In the case of only one delegate answering, the school may only cast one vote. Chapters must submit at registration any request for absentee ballots. Absentee ballots need to be cast following the nomination and acceptance speeches.

Section 5. The President shall preside at all state meetings.

Section 6. In the absence of the president, the first vice president shall be one of the district vice presidents following the seniority cycle of District 1, District 2, District 3,



District 4, District 5, and District 6 starting for the year 2020-21.

Section 7. The Secretary shall keep minutes of all meetings and send each active chapter, each Board of Director member, State Adviser, and State Chairperson a copy. They shall take care of all correspondence.

Section 8. The Treasurer shall prepare the annual budget, review all state officer finances, and shall have a financial report ready for all meetings.

ARTICLE IV – MEETINGS

Section 1. There shall be an annual conference. This conference and other meetings shall be held at a time and place selected by the Board of Directors.

Section 2. Delegates from a majority of the active member chapters shall constitute a quorum.

Section 3. Each chapter in good standing shall be entitled to send two voting delegates and one alternate from its active membership to meetings of this association.

ARTICLE VI – AMENDMENTS

Section 1. A proposed amendment must be submitted to the Board of Directors for approval at least one month before a State Chapter meeting. The proposed amendment must be read at a regular meeting of each chapter held prior to the state meeting at which a vote is to be taken on the proposed amendment. It will be adopted by a 2/3 vote of those present at a regular or called meeting. After receiving proper approval, it shall become a part of this constitution.

Adopted: April 7, 1947
Revised: May 9, 2020
April 2, 2021
Oct 3, 2021
Nov 14, 2022

Proposed:



**FUTURE BUSINESS LEADERS OF AMERICA
IOWA STATE CHAPTER
COLLEGIATE BYLAWS**

ARTICLE I-MEMBERSHIP

Section 1: Membership in the Chapter shall consist of the Local Chapters in the area community colleges/technical institutions, and the colleges and universities in the state of Iowa, which have been chartered by the national organization of FBLA, Inc.

Section 2: The membership of this organization shall consist of:

- *Active Members* shall be any student enrolled in a post-secondary program is entitled to become an active member of FBLA Collegiate. A member may retain their active membership status throughout their college career by complying with the regulations and policies of the Local Chapter, State Chapter, and FBLA, Inc. If no current local chapter currently exists, the student member shall comply with the regulations and policies of the State Virtual Chapter.
- *Honorary Members* may be elected to a state or local chapter by 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 FBLA. Honorary Life Members shall not vote or hold office and shall not be required to pay dues.
- *National Honorary Life Members* may be recommended by the membership and shall be accepted upon approval by the board of directors of FBLA. They shall be persons making significant contributions to the field of business and office education and/or to the growth and development of FBLA. National Honorary Life members shall not vote or hold office and shall not be required to pay dues.

Section 3: All persons to be eligible for active membership must pay national and state dues. State dues are \$7.00 per year. All persons to be able to participate at the state leadership conference must pay dues by the required deadline approved by the Board of Directors.

ARTICLE II - STATE OFFICERS

Section 1: The following officers shall be elected at the State Leadership Conference in the following order: President, Executive Vice President, Vice President of Financial Development, Vice President of Communication, and Vice President of Membership.



Section 2. Eligibility. Any active Iowa FBLA Collegiate member who is in good standing shall be eligible for state office. State officer candidates must follow all guidelines in the state officer application process. If an office is uncontested through no candidates applying or qualifying, the State Adviser will notify chapters and will accept applications only for those positions.

ARTICLE III - GOVERNING AUTHORITY

Section 1: A Board of Directors shall help provide direction for FBLA Collegiate toward its goals and purposes and act as a liaison between the State Chapter and the business community of the State.

Section 2. The Iowa FBLA Board of Directors shall consist of, at minimum, State President of each division (FBLA Middle School, FBLA High School, and FBLA Collegiate, ex-officio, non-voting),] the State Adviser (ex-officio), the State Chairperson (ex-officio, non-voting), three (3) secondary (FBLA High School) advisers, three (3) post-secondary advisers (FBLA Collegiate), two (2) Business & Industry representatives and one (1) at-large member.

Section 3. The Iowa FBLA Board of Directors shall be selected for a three-year term with a President, Vice President, Secretary, and Treasurer elected annually by their peers. Members may serve a maximum of two, three year consecutive terms. Members are required to have a one year hiatus before serving an additional term. If a vacancy occurs, a replacement shall be selected by the board for the remainder of the term.

Section 4: Where the bylaws do not specify answers to a question at hand or issues are open to interpretation, final decisions on these matters are to be made by the Board of Directors.

ARTICLE IV - MEETINGS

Section 1: There shall be an annual State Leadership Conference.

Section 2: Each member chapter shall be entitled to two voting delegates.

Section 3: A quorum shall consist of a majority of the voting delegates and/or their designated alternate.

ARTICLE IV – ELECTIONS

Section 1: Voting for elections shall be done by a ranked ballot vote.



ARTICLE V - COMPETITIVE EVENTS

Section 1: The state Chapter shall offer national events and state events on the state level as prescribed by the Board of Directors.

ARTICLE VI - AMENDMENTS

Section 1: Amendments to these bylaws must be proposed to the Board of Directors one month prior to any state leadership conference. The bylaw amendments are proposed at the first state conference after receipt and voted on at the following state leadership conference. Bylaw amendments shall be done by ballot vote and require a 2/3 vote to pass. Bylaw amendments take effect immediately after approval by vote.

Adopted: April 1995
Revision Date: June 2020
February 13, 2022
November 3, 2022
Proposed:



**FUTURE BUSINESS LEADERS OF AMERICA
IOWA STATE CHAPTER
MIDDLE SCHOOL BYLAWS**

ARTICLE I-MEMBERSHIP

- Section 1. Membership in this organization shall consist of individual chapters located in the middle schools of Iowa, which have been chartered by the national organization known as Future Business Leaders of America, Inc.
- Section 2. The National FBLA Middle Level Division, as well as the state and local chapters, shall be open for membership to these classes of members:
- *Active Members* shall be middle level students who become members, who accept the purpose of FBLA, subscribe to its creed, and demonstrate willingness to contribute to good school-community relations. Active members shall pay dues as established by the national board of directors and may represent their state and local chapters as approved by their respective state and local advisers.
 - *Honorary Life Members* may be elected to a state or local chapter by a majority vote. They shall be persons who are rendering outstanding service to FBLA PBL. Honorary life members shall not vote or hold office and shall not be required to pay dues.
 - *National Honorary Life Members* may be recommended by the membership and shall be accepted upon approval by the board of directors of FBLA PBL. They shall be persons making significant contributions to the field of education and/or to the growth and development of FBLA PBL. National Honorary Life Members shall not vote or hold office and shall not be required to pay dues.
- Section 3: All persons to be eligible for active membership must pay national and state dues. State dues are \$6.00 per year. All persons to be able to participate at the state leadership conference must pay dues by the required deadline approved by the Board of Directors.

ARTICLE II - STATE OFFICERS

- Section 1: The following officers shall be elected at the State Leadership Conference: State President, State Secretary, and State Treasurer. State officer candidates must follow all guidelines in the state officer application process. If an office is



uncontested through no candidates applying or qualifying, the State Adviser will notify chapters and will accept applications only for those positions.

Section 2. Any active FBLA Middle School member shall be eligible to run for a state office. No more than two (2) members from a local chapter may run for a state office in a given year.

Section 4. The state officers shall be elected annually at a State Leadership Conference by a ranked ballot vote of the voting representatives of the local chapters. The State President, State Secretary, and State Treasurer shall be elected by a vote of the delegates at large. Those schools who have answered with two delegates to the Delegate Assembly, may cast two votes. In the case of only one delegate answering, the school may only cast one vote.

Section 5. The President shall preside at all state meetings.

Section 6. The Secretary shall keep minutes of all meetings and send each active chapter, each Board of Director member, State Adviser, and State Chairperson a copy. They shall take care of all correspondence.

Section 8. The Treasurer shall review all state officer finances, and shall have a financial report ready for all meetings.

ARTICLE IV – MEETINGS

Section 1. There shall be an annual conference. This conference and other meetings shall be held at a time and place selected by the Board of Directors.

Section 2. Delegates from a majority of the active member chapters shall constitute a quorum.

Section 3. Each chapter in good standing shall be entitled to send two voting delegates and one alternate from its active membership to meetings of this association.

ARTICLE VI – AMENDMENTS

Section 1. A proposed amendment must be submitted to the Board of Directors for approval at least one month before a State Chapter meeting. The proposed amendment must be read at a regular meeting of each chapter held prior to the state meeting at which a vote is to be taken on the proposed amendment. It will be adopted by a 2/3 vote of those present at a regular or called meeting. After receiving proper approval, it shall become a part of this constitution.



Adopted: October 12, 2022
Revised:
Proposed:

