Bylaw 1: Dues.
Section 1: Annual dues of the Tennessee Council of the Blind shall be $10, as set by the membership at the annual conference and convention.

Section 2: Junior membership dues shall be $5, as set by the membership at the annual conference and convention.

Section 3: Life Membership in the Tennessee Council of the Blind is available at a cost of $100.00.

Bylaw 2: Newsletter.
There shall be a newsletter distributed to the members of TCB. The newsletter shall be provided in accessible formats of Audio files and if determined by the Board of Directors to be feasible a large print edition may be added in the future.

Bylaw 3: Newsletter Editor.
Section 1: There shall be elected for a term of three (3) years, a newsletter editor. The person nominated shall possess the following skills in order to be qualified.

1. Know and understand editing
2. Know and understand formatting of documents

3. Know and understand Production of print and audio files

4. Understand Distribution of files

5. Have organizational skills

Section 2: TCB shall provide a stipend annually to the editor for services. The amount shall be $300, as set by the membership at the annual conference and convention.

Section 3: Production costs for each edition of the newsletter shall be provided in a timely manner to the treasurer for payment.

Section 4: Newsletter schedule shall be set by the Board of Directors with a minimum of a spring and fall edition being required.

Bylaw 4: Webpage and Webmaster. TCB shall establish and maintain a website providing visitors to the site with information about TCB, its chapters and activities of the organization.

Section 1: The membership shall elect a webmaster to serve at the pleasure of the membership. The webmaster shall provide an annual report to the membership at the annual convention.
Section 2: The membership shall have the right to remove the webmaster. However, should the webmaster fail to perform his or her duties the Board of Directors may remove the webmaster, but must provide to the membership the reason for removal.

Section 3: TCB shall provide a stipend annually to the webmaster for services. The amount shall be $350, as set by the membership at the annual convention.

Bylaw 5: TCB annual Conference and Convention. As set forth in Article X, section 1 of the TCB constitution there shall be held annually a conference and convention.

Section 1: TCB convention shall be held at such time and place as the best pricing can be obtained. Host chapter will choose date for the TCB convention according to hotel rates and availability.

Section 2: TCB shall establish and maintain a guidelines document outlining the responsibilities of the host chapter and those of TCB. This document to be made available to all chapters annually.

Section 3: Schedule of hosting chapters.
Memphis
Crossville
VIPSG
Nashville
Knoxville

A chapter may pass to another chapter their position in the schedule if that chapter has difficulty in establishing a proper location for the upcoming years convention to allow additional time to find a suitable location.

Section 4: Any person wishing to attend the TCB annual Conference and Convention shall be required to pay a registration fee that shall include the cost of the annual TCB banquet. The cost of registration shall be set by the Board of Directors after the cost of the banquet is determined.

Section 5: All attendees shall be required to wear a name badge indicating their name and affiliate or location, their eligibility to vote and a number. Badges are required to access all TCB functions.

Bylaw 6: Key Officers at TCB Conference and Convention.
TCB shall pay the hotel expenses, a daily food allotment, and the registration and banquet fee, as funds permit, for key TCB officers to attend its annual convention. The President as chair of all meetings, the Secretary and Treasurer who oversee assuring proper credentialing and collection of funds. In the event the President is unable to attend the Vice President assumes the coverage.
Section 1: Transportation costs may be available if no other access to transportation is available.

Section 2: Daily food allotment shall cover breakfast, lunch and dinner and not to exceed $40 per day and will not allow any alcoholic beverages. Saturday coverage is only available up to $20 because of the banquet.

Section 3: All receipts must be submitted to the TCB Treasurer within fifteen (15) days following the close of the annual conference and convention. Receipts received after that time may not be covered.

Bylaw 7: TCB Awards

Section 1: ACB Life Membership Award. If funds permit, a life membership in the American Council of the Blind shall be awarded by TCB. The amount must be a line item in the approved budget. Any person who has served on the TCB Board or has shown his/her dedication through long-term active membership shall be eligible for a life membership award. Nominations can be made from the floor.

Section 2: Helen Wild Award. The Helen Wild Award is given in memory of a blind woman who dedicated many years of service to the Tennessee Council of the Blind. She worked to educate the legislators as well as the general public in
the abilities of blind people. Helen showed great loyalty to the TCB through the years by serving as secretary and president of the organization. Therefore, this award is to be given to a legally blind individual who has demonstrated the same characteristics as the woman for whom this award has been named in honor. The person chosen to receive this award will be given a certificate and $50.00, or a plaque.

Bylaw 8: Midyear ACB Meeting attendance. As ACB has established a series of meetings to provide training and educational opportunities and legislative meetings to promote meetings with Congress TCB shall provide for representation at those meetings.

Section 1: The Board of Director shall select two of its members to attend the educational and training meetings at the ACB Midyear meetings. TCB shall cover the transportation, hotel, food and registration costs up to $1600 for the two members of the Board of Directors to attend. The amount allowed for these expenses shall be included in the TCB budget to be approved by the membership.

Section 2: Covered expenses are those only while in transit to and from the location of the ACB midyear meetings, those dates while in attendance of the meetings. One day prior to the start of the ACB Board meeting and one day after the Visit to Capitol Hill will be covered.
Section 3: Funds may be made available to attendees in advance if requested. The treasurer shall make flight and hotel arrangements. Those funds remaining shall be made available to attendees.

Section 4: Attendees shall be responsible for all costs over and above the $1600 provided by TCB. In case of weather-related emergencies and delays while in attendance TCB shall cover additional costs during the delay.

Section 5: All receipts shall be provided to the TCB treasurer within fifteen (15) days of the conclusion of the ACB midyear meetings. That amount remaining after allowed coverage shall be returned to the TCB treasurer.

Bylaw 9: TCB Delegate and Alternate Delegate to ACB Convention.
The President shall be the Delegate to the National ACB Convention. If the President is unable to attend the delegate shall fall to the next available TCB officer. The Alternate Delegate shall be the First Vice President. If the First Vice President is unable to attend the Alternate Delegate shall go to the next available officer. In the event no officer is available to attend a member of the Board of Directors may be chosen by the Board to attend in their place.
Section 1: TCB shall pay the hotel expenses, transportation expenses, and a daily food allotment for the delegate and alternate delegate to attend the national ACB convention. Funds may be made available to attendees in advance if requested. The treasurer shall make flight and hotel arrangements. Those funds remaining shall be made available to attendees. The amount allowed for these expenses shall be included in the TCB budget to be approved by the membership. All receipts for expenses shall be given to the TCB treasurer to be filed with records of other expenditures.

Section 2: Delegate and Alternate Delegate Requirements.
The delegate and the alternate delegate shall be required to attend all general sessions of the ACB convention and shall be expected to report to the TCB membership at its annual convention.

Approved September 7, 2019