

**Lebanon Area Homeschoolers,
Inc.
Bylaws
Revised February 13, 2023**

Article I Name and Purpose

- A. This organization shall be called **Lebanon Area Homeschoolers** established as a not-for-profit organization.
- B. Lebanon Area Homeschoolers is organized for the following purposes:
 - 1. To act as a legally organized corporation of the State of Missouri that provides a federally recognized tax exempt status in order for the homeschool groups in the Lebanon area to conduct business for tax-exempt and informational purposes.
 - 2. To be a platform of support for future homeschooling activities in the community.
 - 3. To strengthen, support, inform, and unite home educators.
 - 4. To further the appreciation of homeschooling in the community through education, community service, and media communication.
 - 5. This group is a Bible-believing, charitable organization with a focus on service, attempting to operate under the teachings of Jesus Christ our Lord, and with the purpose of moving homeschooling in the greater Lebanon area into the 21st century for the glory of the Lord.

Article II Biblical Basis

- A. The Bible is the inspired and infallible word of God and constitutes completed and final revelation. The Bible in its original autograph is without error in whole and in part including theological concepts as well as geographical and historical details.
- B. God has existed from all eternity in three persons: God the Father, God the Son, and God the Holy Spirit. Jesus Christ was God who came in human flesh; being fully God and fully man, without sin.
- C. All men are in violation of God's righteous requirements and His whole character, both by nature and by act and therefore are under his wrath and just condemnation. The central purpose of the coming of Jesus Christ was to pay the penalty for man's sin through substitutionary death on a cross – the successful accomplishment of which was attested to by his subsequent bodily resurrection.
- D. Salvation is offered as a gift, free to the sinner. This gift must be responded to in individual faith, not trusting in any personal works whatsoever, but in the sacrificial death of Jesus Christ alone.
- E. We hold as belief and conviction that children are given by God as a stewardship to the parents and not the state, and that parents have the wherewithal and authority to teach and educate their own children. (KJV Pr 22:6; Deut 6:6,7; Eph 6:4)
- F. We believe that God has commanded that no intimate sexual activity be engaged in outside of a relationship between a man and a woman. We believe that any form of homosexuality, lesbianism, bisexuality, bestiality, incest, and pornography are sinful perversions of God's gift of sex. We believe that God disapproves of and forbids any attempt to alter one's gender by surgery or appearance. The teaching or the practice of the items listed above will not be tolerated.
- G. This organization reserves the right to dismiss any member, if that person is found to be outside these bylaws of the Lebanon Area Homeschool group. The Board's decision will be final. The entire board shall oversee and administer this policy.

Article III Membership

The membership of Lebanon Area Homeschoolers will consist of groups and organizations as determined by the founders. Future groups and organizations may be accepted and added by vote of the Board of Directors.

- A. Current members. Lebanon Area Homeschoolers shall consist of the following six departments: Athletics, Yearbook, Shared Learning, Drama, Field Trips/Student Activities, and Communications/Website, with each department appointing a representative to the Board.
- B. Future members. Each organization requesting membership in Lebanon Area Homeschoolers shall submit information detailing the purpose, bylaws, activities, and goals of their group. Information submitted should include an organizational philosophy that is consistent with the statement of faith contained in the Lebanon Area Homeschoolers charter.
- C. Lebanon Area Homeschoolers does not govern the activities of participating groups or organizations.
- D. Loss of Membership. The Board may disqualify any member organization by a 5/6 vote at a scheduled board meeting. Any non-attending member should make their vote known to the president.

Article IV Meetings

- A. Annual Meeting. An annual board meeting will be held each year in May. The President shall determine the date, time, and place of the meeting. The meeting will be for the purpose of holding elections and for the transaction of such other business as may come before the Board.
- B. Regular meetings. Regular meeting shall be held for the purpose of conducting business as planned by the president. Regular meetings are held quarterly at a minimum and are open to all members. The Board may meet in private session before or after regular meetings. In the event that the agreed upon scheduled meeting date has a conflict, a board member may request the secretary to determine if a change is appropriate. A change should occur only if it allows for a larger quorum, and only if the change may be adequately published. The secretary will issue an announcement to all board members and other LAH publications if the meeting is rescheduled.
- C. An agenda will be prepared for each meeting. Items for discussion should be placed on the agenda 24 hours before the meeting.
- D. Quorum. At least fifty percent of the Board of Directors must be present at any meeting before business may be conducted.
- E. Board meetings will be conducted following Robert's Rules of Order.

Article V Officers and Board of Directors

- A. General Powers. The affairs of Lebanon Area Homeschoolers shall be managed by its Board of Directors.
 - 1. The Board of Directors consists of one representative from each of the six departments, as well as the four officers: President, Vice President, Secretary and Treasurer. The officers may or may not also be one of the six representatives of a department.
 - 2. Representatives' names shall be submitted to the Lebanon Area Homeschoolers secretary prior to the annual May board meeting. In the event a submitted representative is not accepted by the Board, the department shall submit another representative to be present at the following board meeting, or at a special meeting, if necessary.
 - 3. Both, the presiding and new representatives are seated as board members after a majority vote of the existing Board of Directors. Upon seating of new department representatives annually and before the release of outgoing representatives, the group as a whole will hold an election to fill the four

officer positions for the upcoming year.

4. To serve in a board position, a person must meet the following three requirements: have a referral from a member of the Board, be in good standing with all departments, and be a member of LAH for a minimum of one year. (This last item may be waived with a unanimous vote from the Board.)

B. Board of Directors.

1. Any board member who either fails to serve in the capacity to which he has been elected, or who elects voluntarily to resign from duties will be replaced. The group or organization losing representation shall submit a new representative by the next meeting.
2. If any member of the group believes a board member is not serving in the capacity to which he/she was elected, the Board shall decide by simple majority vote whether or not to require the resignation of said board member.
3. All board members are expected to follow the communications guidelines approved by the board of directors. Any board member who violates the written communications guidelines are subject to discipline from the board, including but not limited to removal from the board of directors.

- C. Officers.** The officers of Lebanon Area Homeschoolers will be President, Vice-President, Secretary and Treasurer. They shall be elected yearly at the annual meeting (usually in May). To serve in an officer position, a person must meet the requirements listed in Article V.A.4. Vacancies may be filled at any meeting of the Board of Directors. Each officer shall remain in office until his or her successor is elected, subject to earlier termination by removal or resignation.

Article VI Duties of Officers

- A. President.** The President shall be the principal officer of Lebanon Area Homeschoolers and shall supervise all of the business and affairs of the Lebanon Area Homeschoolers. The President shall preside at all meetings of the membership and the Board of Directors. He or she shall have all such powers as may reasonably be constructed as belonging to the chief executive of a not-for-profit corporation including: Sit in on any/all project meetings or other board activities, be accountable for seeing that all board activities are completed, work with the secretary to create agenda for meetings, call unscheduled meetings of the board as needed, be the spokesperson for the group, and be the primary signatory for legal papers.
- B. Vice President.** The Vice President shall perform the duties of the President in the absence of the President or in the event of the President's inability or refusal to act. The Vice President is the advisor for all Lebanon Area Homeschoolers committees, and is secondary signatory for legal papers.
- C. Secretary.** The Secretary shall keep the minutes and records of the Corporation in appropriate books, see that all notices are given, keep the seal of the Corporation and affix same to corporate documents, keep a list of Board of Directors and officers and their mailing addresses and, in general, perform all duties incidental to the office of Secretary and such other duties as may be assigned by the President or the Board of Directors.
- D. Treasurer.** The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Lebanon Area Homeschoolers, and, in general, perform all the duties incidental to the office of Treasurer and other duties as may be assigned by the President or Board of Directors. The Treasurer will keep financial records, collect yearly financial reports from each member group or organization for filing taxes, prepare tax documents, maintain checking account, collect donations from member organizations and outside donations, and work with the Secretary to supply tax receipts to charitable donors.

Article VII Committees

- A. The Board of Directors may appoint standing or special committees. A Board member shall be appointed to chair each committee; however the committee may consist of persons not serving on the LAH Board.
- B. The duties of any such committees shall be stated upon their appointment by the Board of Directors.
- C. Such committees shall cease to exist when their final report is accepted or adopted by the Board of Directors.

Article VIII Amending the Bylaws

- A. Amendments to bylaws should be presented, tabled and acted on at the next meeting.
- B. Bylaws changes will be approved by a majority vote of the Board.

Article IX Finances

- A. Check Writing
 - 1. The President and Treasurer will have check signing privileges, and anyone else approved by the Board of Directors. Each department, if they have a bank account, will have four (4) signers on their bank card: Two (2) members of that department, the LAH President and the LAH Treasurer.
 - 2. Only one member of a family (related to the first degree) may have check signing privileges.
 - 3. Board approval is required for any expenditure over \$250 from the general fund.
- B. Organizational Funding
 - 1. Each department shall handle its own funding and expenses independently.
 - 2. Departments will provide Lebanon Area Homeschoolers a copy of their financial statements for the previous fiscal year (beginning July 1st and ending June 30th), at the August meeting. This data will be used by Lebanon Area Homeschoolers for tax purposes, and in filing as a not-for-profit status holder.
 - 3. Lebanon Area Homeschoolers will have and control its own checkbook from which expenses may be paid.
 - 4. Donations are accepted or declined for each member organization individually, without LAH approval. Donations to Lebanon Area Homeschoolers are accepted or declined with majority approval of the Board of Directors.

Article X Dissolution

Dissolution of Lebanon Area Homeschoolers will be by unanimous vote of the Board.