

The African-American Male Forum (AAMF) is a recognized non-labor employee group. Our focus is advocacy and networking amongst African-American men employed by EPA and the larger federal community. Our mission is to advocate for the advancement of African-American men into leadership positions within EPA and throughout the federal community through professional development, mentorship and advocacy, as part of an effort to ensure a more diverse and representative workplace.

To get involved, please contact President Abu Moulta Ali (moulta-ali.abu@epa.gov).

Constitution of the African-American Male Forum

Preamble

We, the Members of the African-American Male Forum, in order to further the ideals and principles of equality in the workplace, to promote the professional development of African-American Males at the Environmental Protection Agency, and to promote harmony and fellowship with one another, establish this constitution of the African-American Male Forum.

Article I Name, Affiliation, Objectives

Section 1: The name of this organization shall be the “African-American Male Forum (Forum).”

Section 2: The Forum is recognized by the Environmental Protection Agency (EPA) as a non-labor group.

Section 3: The objectives of the African-American Male Forum shall be:

- i. To ensure equality in the workplace for all EPA employees;
- ii. To support the professional development of African-American Males within EPA;
- iii. To train and develop African-American Males for positions of leadership within EPA;
- iv. To increase the number and role of African-American Males and other minorities in the area of management within EPA;
- v. To provide opportunities for members of the Forum to network and socialize.

Article II Organizational Policies

Section 1: The Forum shall be a non-labor, non-profit organization funded primarily by members of the organization.

Section 2: The Forum shall contribute to the professionalism, growth and influence of African-American males and other minorities working at the EPA.

Section 3: The Forum shall not discriminate against any person.

Section 4: The Forum shall be organized to support the common interests of its membership.

Section 5: The Forum shall support the Merit System Principles as set forth by the Merit Systems Protection Board, in addition to supporting Equal Opportunity Employment statutes.

Section 6: The Forum shall not act in any manner inconsistent with this constitution or other governing documents.

Article III Membership

Section 1: Membership in the Forum shall be open to all EPA employees, detailees, contractors, interns or others who hold similarly related positions and who believe in the objectives of the organization. No person will be denied membership on the basis of race, creed, gender, religion, economic status, national origin, sexual orientation or sexual identity.

Section 2: No person will be considered a member of the Forum until annual dues have been paid and a membership form, as approved by the Forum, has been completed. Membership renewal will occur as established in the By-Laws.

Section 3: The supreme governing body of the AAMF is the general body and is composed of all members of the organization as outlined by the constitution and by-laws. The general body has the power to hear and adjudicate all matters referred to the Constitution and By-laws which it may lawfully do in accordance with the laws of the United States or any state.

Article IV Officers

Section 1: The officers of the Forum shall be President, Vice President, Secretary, Treasurer, Membership Director and the Lead Regional Director. These officers shall perform the duties prescribed by this constitution and the By-laws adopted by the Forum. No person may hold more than one of these offices at a time. The collective of officers is known as the Executive Committee.

Section 2: Duties

- i. President- Presides over meetings of the Executive Committee and the general membership; exercises general managerial tasks with respect to the operation of the group; establishes and terminates special committees as needed and appoints a chair to such special committees; shall be

notified of each committee meeting and serve as an ex-officio member of all committees; and shall exercise such other powers and duties as may be assigned to the office of President by other provisions of the constitution and under the by-laws.

- ii. Vice President- Presides over the organization in the absence of the President; oversees the schedule and the presentations of meetings of the general membership and programs outside of regular general membership meetings; shall be notified of each committee meeting; oversees all committees created and sustained with the Forum; and shall exercise such other powers and duties as may be assigned to the office of Vice President by other provisions of the constitution, under the By-laws, and delegated by the President.
- iii. Secretary- Transcribes minutes of the meetings; keeps and maintains the records of the organization; provides a written report of meetings of the Executive Committee and the general membership; keeps and maintains the organization's membership list; and shall exercise such other powers and duties as may be assigned to the office of Secretary by other provisions of the constitution, under the By-laws, and delegated by the President.
- iv. Treasurer- Establishes procedures to handle disbursements and expenditures; tracks and reports all receipts and disbursements; maintains all financial records; ensures financial records are open to inspection by any member of the Forum at any reasonable time; creates a budget for approval by the general membership during the first meeting of each year; ensures approved budget is sustained throughout the year and reports monthly on the status of the budget; serves as Chair of the Budget Committee; and shall exercise such other powers and duties as may be assigned to the office of the Treasurer by other provisions of the constitution, under the By-laws, and delegated by the President.
- v. Membership Director - Oversees all membership drives and recruitment; assists with updating the organization's membership list; oversees membership renewal; and shall exercise such other powers and duties as may be assigned to the office of Secretary by other provisions of the constitution, under the By-laws, and delegated by the President.
- vi. Lead Regional Director – Serves as the representative member to the Executive Board for all ten regions; coordinates regional activities and interactions between the regions and headquarters; and shall exercise such other powers and duties as may be assigned to the office of Secretary by other provisions of the constitution, under the By-laws, and delegated by the President.

Article V Elections

Section 1: Each officer shall be elected by a majority vote of the Forum's membership. Each officer shall serve a term of two years and the term will begin at the start of the Forum's new-year as established by the By-laws. The President shall serve no more than two consecutive terms.

Section 2: The Lead Region Director will be elected by the a majority vote of the ten regional directors.

Section 3: Only members in good standing at the time of the election shall be eligible to run for a position on the Executive Committee or vote for the officers of the Forum. Members in good standing consist of those members who have fully completed their membership form and have paid their dues.

Section 4: In the event of a vacancy or temporary absence in, or inability to carry out the duties of, the office of President, the Vice-President shall assume the office. In the event of a vacancy or temporary absence in, or inability to carry out the duties of, any other office, the Executive Committee may elect a replacement, provided that, other than in an emergency, the position has been vacant for at least 30 days. The President may make an interim appointment to fill a vacancy between meetings of the Executive Committee.

Article VI Meetings

Section 1: Notice must be given to the general membership of each regular and special meeting.

Section 2: The regular meetings of the Forum will be held at least once a month unless otherwise ordered. Special meetings of the Forum's general membership may be called by the President, a majority of the Executive Committee, or by written request to the President and the Secretary by any ten (10) members of the general membership.

Section 3: Seven of the Forum's members in good standing shall constitute a quorum for the purpose of conducting business.

Section 4: In the event of an emergency, regular and special meetings of the general membership may be cancelled, postponed, or adjourned by the President with the approval of two officers of the Executive Committee.

Article VII Committees

Section 1: There will be an Executive Committee, the voting members of which shall be the officers of the Forum. The Executive Committee shall meet at least once per month or at the call of the President or any three members of the Executive Committee. Notice of

the meeting will be given to each member of the Committee. A majority of the officers shall constitute a quorum for the purposes of conducting business.

Section 2: There will be a Budget Committee to assist the Treasurer with the preparation of an annual budget. The Treasurer shall serve as Chair of the Budget Committee. The Committee shall consist of no less than four members in good standing and the members will be appointed by the President with the consent of the Treasurer.

Section 3: Standing committees shall be created within the By-laws and approved by the general membership. A Chair of a standing committee shall be elected by the general membership to a two-year term. Only members in good standing are eligible to run for Chair. Should there be a vacancy of a Chair, the President shall appoint a Chair to serve until the next election.

Section 4: Special committees shall be created by the President and can be terminated by the President at any time. The President shall be an ex-officio member of all committees.

Section 5: All committees develop policy and recommend passage or non-passage to the Executive Committee. Each committee, standing or special, shall submit directly to the Vice President all reports, policy recommendations, minutes of meetings, and any other information from such committees. The Vice President shall present recommended policy to the Executive Committee, which will consider the policy and recommend passage or non-passage to the general membership as required by this constitution or in the By-laws.

Section 6: Any member of the Forum may form a caucus to forward ideas, advance an issue, or propose resolutions.

Article VIII Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Forum in all cases to which they are applicable and in which they are not inconsistent with this constitution.

Article IX Amendment of Constitution

This constitution may be amended by a three-fourths vote of any meeting of the general membership, provided that the text of the amendment has been distributed in writing to all members at least twenty days prior to adoption. Any proposed amendment not adopted at one of the three meetings following the meeting at which the proposed amendment was submitted to the general membership shall be considered rejected, and cannot be resubmitted for one calendar year of the date of the third meeting.

Article X By-laws

By-laws further governing Forum shall be passed as needed. By-laws may be added, deleted or amended by a two-thirds vote of members in good standing present and voting provided, however, that all proposed changes have been provided in writing twenty days in advance of the vote to the general membership.

**Adopted by the African-American Male Forum
(updated) April 18, 2013**