



THE BOYS & GIRLS CLUBS OF SPRINGFIELD & THE OZARKS

What we all have in common is the desire to care and share with one another ways in which we can make the Boys & Girls Club profession better for the next generation of professionals.

THE PROFESSIONAL ASSOCIATION'S MISSION

The MISSION of *The Professional Association* is to serve as the VOICE of all Boys & Girls Club career professionals throughout the Boys & Girls Club Movement.

THE PROFESSIONAL ASSOCIATION'S VISION

The VISION of *The Professional Association* is to help each Association member reach their full potential as individuals and as youth development professionals.

THE PROFESSIONAL ASSOCIATION'S OATH OF SERVICE

*AS A MEMBER OF THE PROFESSIONAL ASSOCIATION I DEDICATE MYSELF TO THE
SERVICE OF YOUTH.*

I WILL UNDERTAKE TO USE MY PROFESSIONAL KNOWLEDGE AND SKILLS TO THE
ADVANCEMENT OF THE INTEREST OF YOUTH IN ALL ASPECTS OF THEIR LIVES.

I RECOGNIZE THE LABOR AND STUDY AND TECHNIQUES WHICH HAVE BEEN DEVELOPED
BY MY PREDECESSORS AND WILL STRIVE TO ADD TO THIS BODY OF KNOWLEDGE ALL THAT I
LEARN THROUGH EXPERIENCE, TRAINING AND INSIGHT.

I WILL SO LIVE AND WORK AS TO JUSTIFY THE TRUST AND CONFIDENCE REPOSED IN
MEMBERS OF THE PROFESSIONAL ASSOCIATION.

I WILL UNDERTAKE AT ALL TIMES TO LIVE ACCORDING TO THE STANDARDS SET BY THE CODE OF
ETHICS OF THE PROFESSIONAL ASSOCIATION.

THE PROFESSIONAL ASSOCIATION'S BENEFITS

1. Scholarship monies up to \$750 are available for members with approximately \$30,000 given annually in support of training and development opportunities.
2. \$100 discount of your 2016 BGCA National Conference registration for the New Orleans conference.
3. TPA has an excellent awards and recognition program (locally, regionally and nationally) providing professionals with opportunities to be recognized for their individual accomplishments. Recognition is done in the following categories:
 - a. Contribution to the Profession
 - b. Glenn Permuy Award of Excellence
 - c. Herman Prescott
 - d. Executive of the Year
 - e. Professional of the Year
 - f. Distinguished Service
4. TPA promotes friendship and networking opportunities to aid and assist fellow professionals. TPA serves as a symbol of commitment to the development of professionals and is a responsibility that should be shared by all professionals within the BGCA Movement.
5. TPA is an advocate for diversity and we work closely in promoting diversity in partnership with BGCA.
6. TPA has an established Code of Ethics and an Oath of Service, which state as their goals the highest level of professionalism and service to youth.
7. TPA, in partnership with BGCA, provides support towards the Academy of Boys & Girls Clubs Professionals, BGCA Advanced Leadership Program, and the establishment and continued collection of our Movement's archives.
8. TPA serves as a voice and in essence our "Bar Association" in promoting changes as well as professionalism. This can be accomplished through local chapter meetings and initiatives presented at our annual TPA General Assembly.
9. TPA promotes growth development of new professionals through local chapters by providing assistance with training and recognition opportunities.

THE PROFESSIONAL ASSOCIATION'S CLASSIFICATION & DUES

Boys & Girls Club professionals work within the Movement in a wide range of capacities: part-time, full-time, direct line staff, management and executive professionals. Dues for membership reflect the variety of professionals that we serve.

Dues	Type of Membership
\$125	<p>ACTIVE MEMBERSHIP (VOTING)</p> <p>EXECUTIVE PROFESSIONAL -Professionally employed on a full-time basis in a Club affiliated with BOYS & GIRLS CLUBS OF AMERICA, responsible for providing overall direction to the organization. (Executive Directors, Presidents, Executive Vice President, CEOs, CPOs, and national staff such as Regional Service Directors and Vice Presidents and above for BGCA).</p>
\$60	<p>ACTIVE MEMBERSHIP (VOTING)</p> <p>MANAGEMENT/ADMINISTRATIVE/SUPPORT YOUTH DEVELOPMENT PROFESSIONAL -Professionally employed on a full-time basis in a Club affiliated with BOYS & GIRLS CLUBS OF AMERICA, responsible for utilizing the resources of the organization to provide services to members. (Associate Executive Directors, Directors of Operations, Unit Directors, Area Directors, Branch Managers, Program Directors, Administrative staff, Support Personnel, Program Directors, Health & Physical Education Directors, Social Recreation Directors, Guidance Directors, Cultural Arts Directors, Outreach Directors, etc.). This classification also includes BGCA Alliance Directors and staff along with all other national staff.</p>
\$15	<p>ASSOCIATE MEMBERSHIP (NON-VOTING)</p> <p>CURRENT PART-TIME BOYS & GIRLS CLUB PROFESSIONAL -Those who are deemed in their own organization as being part-time employees.</p>
\$25	<p>ASSOCIATE MEMBERSHIP (NON-VOTING)</p> <p>FORMER BOYS & GIRLS CLUB PROFESSIONAL -Retirees, those who wish to maintain contact with their peers, and those who wish to further the association.</p>
\$100	<p>ASSOCIATE MEMBERSHIP (NON-VOTING)</p> <p>BUSINESS/PERSONAL MEMBERSHIP: Business, vendor and Individual supporters.</p> <p>** Chaptered chapters are eligible for a 50% rebate on membership dues. For further information on chapters, contact Jon Charles at (254) 699-5808 or e-mail him: jcharles@bgctx.org.</p>

OUR CHAPTER'S POTENTIAL COMMITTEES

1. The Professional Development Committee
 - a. One person named Committee Chair
 - b. Training Opportunities for Chapter Members
 - c. Ensuing Chapter Members take courses on Spillet Leadership University
 - d. Researching local, state, and national training opportunities for Chapter Members
 - e. Researching local, state, and national conference opportunities for Chapter Members
 - f. Relaying training and conference opportunities to Chapter Members
 - g. Conducting drills with Chapter Members
 - h. Meeting with Chapter Members to discuss needs and training desires
2. The Social Committee
 - a. One person named Committee Chair
 - b. Quarterly gatherings for Chapter Members
 - c. Small celebrations for Chapter Members
 - d. Large celebrations for Chapter Members (end of summer, holidays, Fall, Spring, etc.)
 - e. Hosting Staff Meetings
 - f. Marketing and Public Relations duties such as invitations, flyers, etc.
3. The Recognition Committee
 - a. One person named Committee Chair
 - b. Recognition and celebration of birthdays, promotions, anniversaries, births, deaths, etc.
 - c. Award nominations for all categories
 - d. Award submissions for all categories
4. The Finance Committee
 - a. One person named Committee Chair
 - b. Budgeting
 - c. Approving requests for monies submitted by Chapter Members
 - d. Denying requests for monies submitted by Chapter Members
 - e. Fundraising
 - f. Shopping
 - g. Collection of dues and other monies (i.e. meals, small events, etc.)
5. The Executive Committee
 - a. Chair
 - b. Vice Chair
 - c. Secretary
 - d. Treasurer
 - e. Each Executive Committee member will serve on another committee
 - f. Lead meetings and events

OUR CHAPTERS POTENTIAL BY-LAW CONTENTS

1. By-Laws will include:
 - a. Name & Purpose
 - i. Name
 - ii. Purpose
 - iii. Vision
 - iv. Mission
 - b. Membership
 - i. Eligibility for Membership
 - ii. Dues
 - iii. Rights of Members
 - iv. Resignation and Termination
 - v. Non-Voting Membership
 - c. Meetings
 - i. Regular Meetings
 - ii. Annual Meetings
 - iii. Special Meetings
 - iv. Committee Meetings
 - v. Notice of Meetings
 - vi. Voting
 - d. Executive Committee
 - i. Roles
 - ii. Size
 - iii. Compensation
 - iv. Terms
 - v. Meetings and Notice
 - vi. Elections
 - vii. Election Procedures
 - viii. Duties
 - ix. Vacancies
 - x. Resignation, Termination, and Absences
 - xi. Special Meetings
 - e. Committees
 - i. Formation
 - ii. Committee Chairs
 - iii. Professional Development Committee
 - iv. Social Committee
 - v. Recognition Committee
 - vi. Finance Committee
 - f. Amendments

2. Meetings will follow Robert's Rules of Order

*<http://www.robertsrules.org/>

- a. Robert's Rules of Order provides common rules and procedures for deliberation and debate in order to place the whole membership on the same footing and speaking the same language. The conduct of ALL business is controlled by the general will of the whole membership - the right of the deliberate majority to decide. Complementary is the right of at least a strong minority to require the majority to be deliberate - to act according to its considered judgment AFTER a full and fair "working through" of the issues involved. Robert's Rules provides for constructive and democratic meetings, to help, not hinder, the business of the assembly. Under no circumstances should "undue strictness" be allowed to intimidate members or limit full participation.
- b. The fundamental right of deliberative assemblies require all questions to be thoroughly discussed before taking action!
- c. The assembly rules - they have the final say on everything! Silence means consent!
- d. Robert's Rules of Order Guidelines
 - i. Obtain the floor (the right to speak) by being the first to stand when the person speaking has finished; state Mr./Madam Chairman. Raising your hand means nothing, and standing while another has the floor is out of order! Must be recognized by the Chair before speaking!
 - ii. Debate cannot begin until the Chair has stated the motion or resolution and asked "are you ready for the question?" If no one rises, the chair calls for the vote!
 - iii. Before the motion is stated by the Chair (the question) members may suggest modification of the motion; the mover can modify as he pleases, or even withdraw the motion without consent of the seconder; if mover modifies, the seconder can withdraw the second.
 - iv. The "immediately pending question" is the last question stated by the Chair! Motion/Resolution - Amendment - Motion to Postpone
 - v. The member moving the "immediately pending question" is entitled to preference to the floor!
 - vi. No member can speak twice to the same issue until everyone else wishing to speak has spoken to it once!
 - vii. All remarks must be directed to the Chair. Remarks must be courteous in language and deportment - avoid all personalities, never allude to others by name or to motives!
 - viii. The agenda and all committee reports are merely recommendations! When presented to the assembly and the question is stated, debate begins and changes occur!
- e. Robert's Rules of Order Guidelines
 - i. **Point of Privilege:** Pertains to noise, personal comfort, etc. - may interrupt only if necessary!
 - ii. **Parliamentary Inquiry:** Inquire as to the correct motion - to accomplish a desired result, or raise a point of order
 - iii. **Point of Information:** Generally applies to information desired from the speaker: "I should like to ask the (speaker) a question."
 - iv. **Orders of the Day (Agenda):** A call to adhere to the agenda (a deviation from the agenda requires Suspending the Rules)
 - v. **Point of Order:** Infraction of the rules, or improper decorum in speaking. Must be raised immediately after the error is made
 - vi. **Main Motion:** Brings new business (the next item on the agenda) before the assembly
 - vii. **Divide the Question:** Divides a motion into two or more separate motions (must be able to stand on their own)
 - viii. **Consider by Paragraph:** Adoption of paper is held until all paragraphs are debated and amended and entire paper is satisfactory; after all paragraphs are considered, the entire paper is then open to amendment, and paragraphs may be further amended. Any Preamble cannot be considered until debate on the body of the paper has ceased.
 - ix. **Amend:** Inserting or striking out words or paragraphs, or substituting whole paragraphs or resolutions

- x. **Withdraw/Modify Motion:** Applies only after question is stated; mover can accept an amendment without obtaining the floor
- xi. **Commit /Refer/Recommit to Committee:** State the committee to receive the question or resolution; if no committee exists include size of committee desired and method of selecting the members (election or appointment).
- xii. **Extend Debate:** Applies only to the immediately pending question; extends until a certain time or for a certain period of time
- xiii. **Limit Debate:** Closing debate at a certain time, or limiting to a certain period of time
- xiv. **Postpone to a Certain Time:** State the time the motion or agenda item will be resumed
- xv. **Object to Consideration:** Objection must be stated before discussion or another motion is stated
- xvi. **Lay on the Table:** Temporarily suspends further consideration/action on pending question; may be made after motion to close debate has carried or is pending
- xvii. **Take from the Table:** Resumes consideration of item previously "laid on the table" - state the motion to take from the table
- xviii. **Reconsider:** Can be made only by one on the prevailing side who has changed position or view
- xix. **Postpone Indefinitely:** Kills the question/resolution for this session - exception: the motion to reconsider can be made this session
- xx. **Previous Question:** Closes debate if successful - may be moved to "**Close Debate**" if preferred
- xxi. **Informal Consideration:** Move that the assembly go into "**Committee of the Whole**" - informal debate as if in committee; this committee may limit number or length of speeches or close debate by other means by a 2/3 vote. All votes, however, are formal.
- xxii. **Appeal Decision of the Chair:** Appeal for the assembly to decide - must be made before other business is resumed; NOT debatable if relates to decorum, violation of rules or order of business
- xxiii. **Suspend the Rules:** Allows a violation of the assembly's own rules (except Constitution); the object of the suspension must be specified

OUR CHAPTER'S POTENTIAL NAMES

1. The SOMO Chapter
2. The Southwest Missouri Chapter
3. The Queen City Chapter
4. The Branfield Chapter
5. The Springson Chapter
6. The Vegas of the Ozarks Chapter

OUR CHAPTERS POTENTIAL MEETING SCHEDULE & DETAILS

3. Monthly meetings for Executive Committee and Committee Chairs
4. Quarterly meetings for all Chapter Members
5. Rotation of meeting locations based on cities represented in Chapter
6. Meetings will follow Robert's Rules of Order