

**FUTURE BUSINESS LEADERS OF AMERICA MIDDLE LEVEL**  
**Utah Chapter**  
**Official Bylaws**

*Created June 5, 2018*

**ARTICLE I -- NAME**

The name of this division of FBLA-PBL shall be the Utah State Chapter of the Future Business Leaders of America and may be referred to as the Utah State FBLA Middle Level Chapter.

**ARTICLE II -- PURPOSE**

Section 1. The purpose of FBLA Middle Level is to assist, as a co-curricular part of the instructional program, in developing career and technical competencies in the education of students for business, to promote a sense of civic and personal responsibility, and to expand a general understanding of the American free enterprise system.

Section 2. The specific goals of FBLA are to:

- A. *Develop* competent, aggressive business leadership.
- B. *Strengthen* the confidence of students in themselves and their work.
- C. *Create* more interest in, and understanding of, the American business enterprise system.
- D. *Encourage* members in the development of individual projects which contribute to the improvement of home, business, and industry.
- E. *Develop* character, prepare for useful citizenship, and foster patriotism.
- F. *Encourage and practice* efficient money management.
- G. *Encourage* scholarship and promote school loyalty.
- H. *Assist* students in the establishment of occupational goals.
- I. *Facilitate* the transition from school to work and to additional educational pursuits.

**ARTICLE III -- EMBLEMS AND COLORS**

Section 1. The chapter emblems shall be the emblems of the national organization. The official emblem and insignia item designs are described and protected from infringement by registration in the U.S. Patent Office under the Trademark Act of 1946. The manufacture, reproduction, wearing, or display of the emblem shall be governed by the Board of Directors.

Section 2. Emblems and insignia shall be uniform in all local chapters, and they shall be those of FBLA. Only members in good standing may use official emblems and insignia.

Section 3. The official colors of FBLA shall be blue and gold.

**ARTICLE IV -- MEMBERSHIP**

Section 1. FBLA Middle Level membership shall consist of middle level students (grades 5-9) who are members of chartered local chapters. Since FBLA Middle Level membership is unified, these members must hold memberships in their state and national chapters in order to be recognized as members of FBLA Middle Level.

Section 2. The Utah State FBLA Middle Level Chapter as well as the local chapters shall be open to membership to all students who have been or are enrolled in any business class in the middle level schools.

Section 3. There shall be three classes of membership:

- A. Active members shall be students enrolled in business education programs who are interested in developing career and technical competencies and who accept the purpose of FBLA Middle Level and subscribe to its creed. Active members shall pay dues as established by the Utah State FBLA Middle Level Chapter and may participate in state events in accordance with the guidelines of the Utah State FBLA Middle Level Chapter and otherwise represent their local chapters as approved by the Utah State and local advisers.
- B. Professional members shall be teachers, advisers, parents, and business persons who desire to show their support of FBLA Middle Level by becoming official members of the local, state, and national chapters. Professional members shall pay dues as established by the Utah State Professional Division. They may participate in all FBLA Middle Level activities but may not hold office or vote except within their own membership or as specifically directed by the Utah State FBLA Middle Level Chapter.
- C. 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 education and/or who are rendering outstanding service to FBLA Middle Level. Honorary Life Members shall not vote, hold office, or be required to pay dues.

#### ARTICLE V -- ORGANIZATION

Section 1. The State FBLA Middle Level Chapter shall be an association of local chapters, each operating in accordance with the charter granted by FBLA-PBL, Inc.

Section 2. The Board of Directors of the Utah State FBLA Chapter shall serve as the policy-making body of this organization under direction of the Business & Marketing Education Specialist as designated by the Utah State Board for Career and Technical Education. Members of the Board of Directors shall be as follows: the Business & Marketing Education Specialist, the State Director and/or Assistant State Director, the State FBLA president, the State PBL president, a professional division representative, a middle level representative and region advisers elected by the active local chapter advisers according to the Board of Directors' Bylaws.

Section 3. The administration of FBLA Middle Level shall be vested in the State Director under the direction of the Business & Marketing Education Specialist.

Section 4. There shall be a State Executive Council (See Article 11) which shall make recommendations to the Board of Directors.

Section 5. Local charters shall be issued upon approval of the State Director. Local chapters shall have at least three charter members with all members holding state and national membership in FBLA Middle Level in order to qualify for a charter.

Section 6. Each local chapter must be properly organized and regularly meet in order to retain a charter. It is expected that an annual meeting be held for the purpose of selecting local chapter officers and other meetings be held to conduct chapter business and activities.

Section 7. Each local chapter shall have an adviser. A local chapter may have as many special-emphasis groups under the chapter charter as it deems necessary to meet the interests of all students. The local chapter of FBLA Middle Level shall assume full responsibility for coordination of the program for these special emphasis groups.

#### ARTICLE VI -- STATE LEADERSHIP CONFERENCE

- Section 1. A state leadership conference shall be held each year in the fall. The purpose of this conference is to provide leadership training for state and local officers and members.
- Section 2. A state leadership conference shall be held each year in the spring. A date and location shall be selected by the State Director and approved by the State Executive Council and Board of Directors.
- Section 3. Voting:
- A. Each local chapter in good standing shall be entitled to send two to four local voting delegates from its active membership to the State Leadership Conference in accordance with the following:
    - 5-50 members—two (2) voting delegates
    - 51-100 members—three (3) voting delegates
    - over 100 members—four (4) voting delegates
  - B. Appointed delegates must be present to vote. There will be no proxy voting;
- Section 4. Events to be held shall be determined by the State Director and the Board of Directors. Guidelines for each event shall be issued by the state office. Any active FBLA Middle Level member may participate in any event if he/she meets the guidelines established.
- Section 5. Awards will be presented to event winners during the last day of the State Leadership Conference. Utah FBLA-PBL will align with national guidelines as to how many competitors are allowed to represent Utah in each competitive event at the National Leadership Conference. First-place winners will receive NLC funding as per Utah State Department of Career and Technical Education guidelines.

#### ARTICLE VII -- DUES AND FINANCE

- Section 1. State dues shall be determined by a majority vote of the local chapter voting members at the State Leadership Conference.
- Section 2. The amount of state dues shall be \$5.00.
- Section 3. State dues and records and national dues and records should be submitted directly to the National office of FBLA-PBL, Inc. by the deadline established by the national office.
- Section 4. The Assistant State Director shall administer all FBLA finances, submit an annual budget to the Board of Directors for approval, and provide the Board of Directors with an annual audit.
- Section 5. The affairs and property of FBLA Middle Level shall be managed by the state Board of Directors, under the direction of the State Director.
- Section 6. The fiscal year of FBLA shall be August 1 through July 31.
- Section 7. Upon dissolution of the Utah State FBLA Middle Level Chapter, all assets will revert to the Utah State Department of Career and Technical Education.

#### ARTICLE XIV -- EFFECTIVE DATE OF BYLAWS

- Section 1. These bylaws shall take immediate effect after receiving a two-thirds vote of all eligible voting members.

Section 2. Voting on bylaws may be as a group or one at a time. (If Article VIII passes, for example, then all voting taking place at the leadership conference after that time will have to be according to the procedures established in the Article.)

Section 3. If additional bylaws are approved by a two-thirds vote, they will take immediate effect unless specified within the bylaw.

#### ARTICLE XV -- PARLIAMENTARY AUTHORITY

The rules contained in *Robert's Rules of Order, Newly Revised* shall govern FBLA Middle Level in all cases to which they are applicable and in which they are not inconsistent with the rules of FBLA-PBL, Utah State FBLA Middle Level Chapter bylaws, or any special rules which FBLA Middle Level may adopt.

#### ARTICLE XVI -- AMENDMENTS

Section 1. Proposed amendments to these bylaws shall be submitted in writing not later than one month prior to the State Leadership Conference.

Section 2. Proposed amendments shall be presented to the Board of Directors. Amendments approved by the Board of Directors shall be presented to the voting delegates registered at the State Leadership Conference.

Section 3. A two-thirds vote is required for adoption.

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