
Baltimore City Resource Parents Association BYLAWS

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Article I: Name

The name of this organization shall be the Baltimore City Resource Parents Association.

Article II: Mission

The Baltimore City Resource Parents Association promotes, supports, and advocates for foster, adoptive, and kinship families.

Article III: Vision

We envision a community that collectively works together for the benefit of the youth.

Article IV: Goals

The goals of the Baltimore City Resource Parents Association are:

- a To create a community inclusive of Resource (foster, adoptive, kinship) and biological families, social services, and other external entities.
- b To provide resources, information, and support to the Baltimore City Department of Social Services (BCDSS) Resource Families.
- c To promote the safety, wellness, and permanency of youth committed to BCDSS.
- d To inform members of current information pertaining to the welfare and care of youth.
- e To affect and advocate for necessary changes to improve services for foster youth.
- f To better understand issues and challenges facing Resource Families.
- g To foster better communication among the community.
- h To recognize contributions made by Resource Families
- i To encourage and assist in the recruitment and retention of Resource Families
- j To cooperate and collaborate with other organizations which have similar goals to this association.

Article V: Membership

Membership is open to all approved Resource Families, in good standing by BCDSS. Each approved family will be entitled to voting privileges as one vote per family.

Article VI: Executive Officers and Duties

Section 1 - Executive Officers and Qualifications

A. Executive Officers:

The executive officers of the Baltimore City Resource Parents Association shall be the President, Vice-President, Secretary, and Treasurer.

B. Qualifications:

Qualifications for the nomination to be an officer include:

1. The nominee shall be an approved resource parent in good standing with BCDSS, during the duration of his or her term.
2. Exception: If the nominee is not in good standing with BCDSS and/or an approved Resource Parent, the nominee must have relevant experience with the Foster Care System in Baltimore City, as determined by The Board of Directors, to be considered qualified. If this exception is used, a Board vote must be taken with 50% +1 member approval attained to be considered.

A nominee for President must also have:

1. Demonstrate leadership qualities
2. Basic parliamentary knowledge and the abilities and willingness to assume the President role.

Section 2 - Duties of the Executive Officers

Each outgoing officer must forward all records of the office to the incoming officer within thirty (30) days after the last day in office.

A. President:

The President shall be the chief executive officer whose duties and responsibilities shall include:

1. Preside over all regular and special meetings of the board, executive committees, and the general membership.
2. Be responsible for the general membership and supervision of the affairs and operation of the association.
3. Cast the deciding vote in the event of any tied issue at the general membership meetings.
4. Officially and publicly represent BCRPA.
5. Perform such other duties as provided by these bylaws or that commonly pertain to the office of the President.

B. Vice-President:

1. The Vice-President shall, in the absence of the President, perform the duties of the President.

C. Secretary

1. The Secretary shall record the minutes of the general membership meetings, draft agendas, and

2. The secretary shall also receive and review reports provided from Committee Chairs in a timely matter.

D. Treasurer:

The Treasurer and the President shall be responsible for all financial matters involving the association including expenditures and annual budget. All checks, contracts, grant applications must be signed by the Treasurer and the President. The Treasurer shall present a report at every meeting.

Section 3 - Nominations and Elections

A. There shall be a nominating committee composed of three (3) members of the Resource Parents Association. The nominating committee and the chairperson of the nominating committee will be approved by the members of the Board of Directors. The nominating member shall not be a candidate for elective office.

B. The slate of officers proposed by the nominating committee shall be distributed to the members at least 7 days prior to the election.

C. At the election meeting, the proposed slate will be presented, and nominations will be taken from the floor for each office before nominations are closed. At the time nominations are closed, any uncontested positions will be elected by voice vote. Contested positions will be elected by simple majority through a secret ballot. Two election judges whose names are not on the ballot will distribute, collect and count ballots, then report the results to the Board.

D. Officers shall be elected every two years.

Section 4 - Compensation and Removal from Office

A. Compensation:

No executive officer or member shall receive any compensation for their services but may, with prior approval by resolution of the Board of Directors, be allowed provided reimbursement with receipt on the behalf of the Baltimore City Resource Parents Association.

B. Removal from Office:

Any executive officer may be removed from office for nonperformance of duties for not being in good standing with BCDSS by a two-thirds majority of those present and voting at any regular or special meeting of the membership with personal notification of the officer 10 days in advance.

Article VI: Board of Directors

Section 1 - Board of Directors

The authority of the association shall be vested in the Board of Directors, which shall be responsible for the management of the association.

A. Members of the Board

The Board of Directors shall consist of the following members:

1. The Executive Officers (President, Vice President, Secretary, and Treasurer)
2. BCDSS Liaisons (2)
3. Maryland Resource Parent Association (1)

B. Meetings of the Board

The Board of Directors shall meet 6 times a year. A minimum of three (3) days notice shall be given to the Board Members of such meetings.

Section 2 - General Membership Committees

The President shall appoint Committee Chairpersons as necessary throughout the year. Members should be nominated or self-appointed and voted by the Board of Directors for appointments.

Article VII: Meetings, Quorum and Amendments

Section 1 - Meetings

A. General Membership Meetings shall be 6 times a year and the Board will distribute a schedule of upcoming meetings.

B. Special Meetings:

The President and Board of Directors may call for special business meetings of the Association. Only such business for which any special meeting may be called to consider shall be discussed and acted upon.

C. Order of Business:

The order of business shall follow the agenda the President sets forth. Members may add to the agenda with a 5 day notice to the President.

Section 2 - Quorum

A quorum is required and defined as follows: Association – simple majority present at meeting.

Section 3 - Amendments

These bylaws may be amended or repealed, and new bylaws adopted by a majority of the members at *any* general membership meeting.