

Rowan County Young Professionals Charter



Mission

Consistent with the established mission and bylaws of the Rowan County Chamber of Commerce, the Rowan County Young Professionals (RCYP) shall:

- Connect young professionals with people and information they need to thrive in Rowan County.
- Engage and support young and emerging professionals by providing a forum for young professionals to connect and invest in Rowan County through community-based programming.
- Seek to actively and effectively build Rowan County's next generation of leaders.

Members

The Rowan County Young Professionals has a standing open door for new members ages 21 – 45 who live or work in Rowan County. The group seeks to provide opportunities for members to grow their local networks, connect with other members in similar disciplines, build leadership skills and increase opportunities for regional and business collaboration. Regardless of the opportunity, the Rowan County Young Professionals are here to support and help young and emerging professionals *be original* in Rowan County. Members are not required to be members of the Rowan County Chamber of Commerce but are encouraged to participate.

The RCYP follows the RYCP Code of Conduct and the Rowan County Chamber of Commerce's termination of membership policy.

Officers

In alignment with the selection process for chairs of committees/groups of the Rowan Chamber of Commerce, the Rowan County Young Professionals Executive Committee (chair, vice chair, treasurer, secretary and executive committee membership) shall be appointed by the Rowan County Chamber President, based on recommendations from the current Executive Committee.

- The Executive Committee officers shall each serve one, two-year term ending on December 31 and beginning on January 1.
- To be eligible to serve on the Executive Committee or in a leadership position, each member shall attend at least 50% of RCYP events and be age 45 or younger at the end of their term.
- The Executive Committee officer positions may be reappointed to a maximum of two terms per position.
- The Executive Committee members may serve a maximum of six years.

Committees

There shall be four standing committees of the Rowan County Young Professionals: Executive, Outreach & Recruitment, Programming & Events and Development. Each Committee shall have a chairperson, who is a member in good standing of the RCYP. The chairperson will be appointed by the Executive Committee. The Executive Committee may appoint Ad Hoc Committees as become necessary to conduct the business of RCYP and shall determine their function. Committees shall meet at least once per quarter. They must provide a written record of their meetings and any action items during the Executive Committee meetings, which will be documented in the formal record.

Meetings

The RCYP Executive Committee shall meet not less than once per quarter, or upon the call of the Chair, and shall operate in a manner consistent with the Rowan County Chamber of Commerce Bylaws. Regular meetings must be announced to all members of the Executive Committee at least three business days in advance with the exception of emergency special called meetings called by the Chair or the Chamber President. Presence in person or virtually of Executive Committee members representing two thirds of the total Executive Committee membership shall constitute a quorum at any meeting of the Executive Committee.

Amendment

This Charter shall be in effect until such time as it is amended, revised or revoked by the RCYP Executive Committee.

Any member of the Executive Committee may propose amendments to the RCYP Charter by presenting the amendment(s) at a regular meeting of the Executive Committee.

The secretary of the Executive Committee will provide, in writing, the proposed amendment(s) to each member of the Executive Committee for consideration at the next regular meeting of the Executive Committee. The Secretary will place the proposed amendment(s) on the agenda for action at the next regularly scheduled Executive Committee.

Proposed amendment(s) will be adopted when approved by at least fifty percent of the total membership of the Executive Committee.

Committee Descriptions

Executive Committee – The RCYP Executive Committee shall manage the business, property and affairs of the RCYP. The Executive Committee shall establish working procedures, authorize operational goals and objectives, emphasize planning, authorize agreements and contracts, adopt an annual budget and approve committee appointments. The Executive Committee shall consist of a minimum of five people and a maximum of nine people selected in accordance with the RCYP charter, including the Chair, Vice Chair, Treasurer, Secretary and Chairs of any standing committees.

Each Executive Committee member shall be a member in good standing who shall hold office for a term of two years and be eligible to serve a maximum of three terms. Each Executive Committee member shall hold office for the term for which they are elected and until a successor is selected and qualified. Terms will begin on January 1 and end on December 31.

Outreach & Recruitment Committee – The role of the Outreach & Recruitment Committee is to further enhance the professional capacity of the RCYP membership through increased or maintained membership levels. This includes, but is not limited to, maintaining current individual members, planning recruitment programs and increasing membership. The Outreach & Recruitment Committee shall also be responsible for marketing and public relations. This includes, but is not limited to, creating positive awareness about the organization, drafting press releases to send to local media constituents, social media outreach, etc.

Programming & Events Committee – The role of the Programming & Events Committee is to plan and execute programs, social activities, community service and professional development opportunities in collaboration with the Outreach & Recruitment Committee.

Development Committee – The role of the Development Committee is to oversee the organization's overall development and fundraising plan. The Committee plays a strong role in identifying, cultivating and approaching potential sponsors and donors to support the mission and events of the RCYP.

Officer Position Descriptions

Chair - The Chair shall have general and active management of the business of the RCYP and serve as the primary liaison to the Rowan County Chamber of Commerce. The Chair shall provide leadership by appointing members for specific tasks, conducting meetings, publishing meeting agendas and seeing that matters and RCYP actions are carried out.

Vice Chair - The Vice Chair shall perform the duties and exercise the powers of the Chair during the absence of the Chair.

Secretary - The Secretary shall be responsible for all correspondence and record keeping of the organization including membership records, minutes of meetings, preparing agenda with the Chair and keeping a calendar of all RCYP events. Copies of all records pertaining to RCYP shall be posted to the Executive Committee portion of an electronic storage means. All records and correspondence created on behalf of the organization shall remain the property of the organization. In the Secretary's absence, the duty of minutes taking may be delegated by the Chair.

Treasurer - The Treasurer shall be responsible for all financial records of the organization and developing an annual RCYP budget. The Treasurer shall work closely with the Rowan County Chamber of Commerce staff and the Chair of the Development Committee to anticipate pledges and other incoming funds to request budget updates prior to each Executive Committee meeting.

Immediate Past Chair - The Immediate Past Chair provides valuable continuity and support to the RCYP, ensuring a smooth transition of leadership and maintaining the organization's momentum. This role serves as an advisor to the current Chair and the Executive Committee, leveraging past experience and insights to guide decision-making and strategic planning. The Immediate Past Chair serves a one-year term following their tenure as Chair and is an ex-officio, nonvoting member of the Executive Committee.

Originally adopted July 6, 2023

Amended June 26, 2024