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Form **990-EZ****Short Form
Return of Organization Exempt From Income Tax**

OMB No. 1545-1150

2009**Open to Public
Inspection**Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)

► Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form.

► The organization may have to use a copy of this return to satisfy state reporting requirements.

A For the 2009 calendar year, or tax year beginning 6/1/2009 , 2009, and ending 5/31/2010 , 20							
B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<table border="1"> <tr> <td>C Name of organization Southwest Branch of The International Dyslexia Association</td> <td>D Employer identification number 85-0344595</td> </tr> <tr> <td>Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 3915 Carlisle Blvd. NE</td> <td>E Telephone number 5053261525</td> </tr> <tr> <td>City or town, state or country, and ZIP + 4 Albuquerque, NM, 87107</td> <td>F Group Exemption Number ►</td> </tr> </table>	C Name of organization Southwest Branch of The International Dyslexia Association	D Employer identification number 85-0344595	Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 3915 Carlisle Blvd. NE	E Telephone number 5053261525	City or town, state or country, and ZIP + 4 Albuquerque, NM, 87107	F Group Exemption Number ►
C Name of organization Southwest Branch of The International Dyslexia Association	D Employer identification number 85-0344595						
Number and street (or P.O. box, if mail is not delivered to street address) Room/suite 3915 Carlisle Blvd. NE	E Telephone number 5053261525						
City or town, state or country, and ZIP + 4 Albuquerque, NM, 87107	F Group Exemption Number ►						

• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting Method: ☒ Cash ☐ Accrual
Other (specify) ►

I Website: ► **www.southwestida.com**

J Tax-exempt status (check only one) — ☒ 501(c) (3) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

H Check ► ☒ if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF).

K Check ► ☐ if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if \$500,000 or more, file Form 990 instead of Form 990-EZ ► \$ **79386**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)

Revenue	1 Contributions, gifts, grants, and similar amounts received	1	13050
	2 Program service revenue including government fees and contracts	2	53433
	3 Membership dues and assessments	3	5689
	4 Investment income	4	1317
	5a Gross amount from sale of assets other than inventory	5a	0
	b Less: cost or other basis and sales expenses	5b	0
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	0
	6 Special events and activities (complete applicable parts of Schedule G). If any amount is from gaming, check here ► <input type="checkbox"/>		
	a Gross revenue (not including \$ 0 of contributions reported on line 1)	6a	5014
	b Less: direct expenses other than fundraising expenses	6b	1638
c Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	3376	
7a Gross sales of inventory, less returns and allowances	7a	883	
b Less: cost of goods sold	7b	458	
c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	425	
8 Other revenue (describe ►)	8		
9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8	9	77290	
Expenses	10 Grants and similar amounts paid (attach schedule)	10	3500
	11 Benefits paid to or for members	11	
	12 Salaries, other compensation, and employee benefits	12	11172
	13 Professional fees and other payments to independent contractors	13	36974
	14 Occupancy, rent, utilities, and maintenance	14	6472
	15 Printing, publications, postage, and shipping	15	3115
	16 Other expenses (describe ► Donations, Card Fees, State Fees, Board Expenses, Bus Supplies)	16	4395
	17 Total expenses. Add lines 10 through 16	17	65628
Net Assets	18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18	11662
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	90525
	20 Other changes in net assets or fund balances (attach explanation)	20	0
	21 Net assets or fund balances at end of year. Combine lines 18 through 20	21	102187

Part II Balance Sheets. If Total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

	(A) Beginning of year	(B) End of year
22 Cash, savings, and investments	90525	102187
23 Land and buildings	0	0
24 Other assets (describe ►)	0	0
25 Total assets	90525	102187
26 Total liabilities (describe ►)	0	0
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	90525	102187

For Privacy Act and Paperwork Reduction Act Notice, see the separate instructions.

Cat. No. 106421

Form **990-EZ** (2009)

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Part III Statement of Program Service Accomplishments (See the instructions for Part III.)		Expenses (Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts; optional for others.)	
What is the organization's primary exempt purpose? <u>Education of all about Dyslexia and its treatment</u>			
Describe what was achieved in carrying out the organization's exempt purposes. In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title.			
28	Scholarship to Post Secondary Students and Teachers		
(Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>		28a	3500
29	Newsletters published by paper or e-mail		
(Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>		29a	2237
30	Educational Conference Expenses		
(Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>		30a	34736.
31	Other program services (attach schedule)		
(Grants \$) If this amount includes foreign grants, check here <input type="checkbox"/>		31a	
32	Total program service expenses (add lines 28a through 31a) <input type="checkbox"/>	32	40473

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated. (See the instructions for Part IV.)

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-.)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
Carilyn Alarid 36, Babalos Dr, Tijeras, NM, 87059	President	0	0	0
Montine Gibbons 1424 Bonito Suenos Ct NW, Albuquerque, NM, 87107	Vice President	0	0	0
Erin Folk 4320 Wellesley Dr SE, Albuquerque, NM, 87106	Recording Secretary	0	0	0
Maridell Monnhelmer 1607 8th St, Las Vegas, NM, 87701	Corresponding Secretary	0	0	0
Bernard Coffey 3203 Aspen Dr, Farmington, NM, 87401	Treasurer	0	0	0
Marion Woolam 10701 Signal Ave, Albuquerque, NM, 87122	Board Representative	0	0	0
Olga Cabada 4137 Gila Trail, Las Cruces, NM, 88005	Board Member	0	0	0
Jenny Coffey 3203 Aspen Drive, Farmington, NM, 87401	Board Member	0	0	0
Jessie Cordova 5759 Greer Loop SW, Albuquerque, NM, 87105	Board Member	0	0	0
Corinne DeGarmo 1709 Indian Plaza Dr NE, Albuquerque, NM, 87106	Board Member	0	0	0
Merlinda Foreman 1420 Manzano NE, Albuquerque, NM, 87105	Board Member	0	0	0
Karen Patrick 27 Garden Park Cr NW, Albuquerque, NM, 87107	Board Member	0	0	0
Cathleen Tomlinson P O Box 416, Taos, NM, 87571	Board Member	0	0	0
Bob Walsh 1165 41st St, Los Alamos, NM, 87544	Board Member	0	0	0
Diane Noblett Trujillo 1902 South 4th St, Tucumcari, NM, 88401	Board Member	0	0	0
Margaret Chacon 5008 Russell Dr NW, Albuquerque, NM, 87114	Board Member	0	0	0

Part V Other Information (Note the statement requirements in the instructions for Part V.)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		✓
34	Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes	✓	
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T.		
a	Did the organization have unrelated business gross income of \$1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?		✓
b	If "Yes," has it filed a tax return on Form 990-T for this year?		✓
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		✓
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0		
b	Did the organization file Form 1120-POL for this year?		✓
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the period covered by this return?		✓
b	If "Yes," complete Schedule L, Part II and enter the total amount involved 38b		
39	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on line 9 39a n/a		
b	Gross receipts, included on line 9, for public use of club facilities 39b n/a		
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ 0 ; section 4912 ▶ 0 ; section 4955 ▶ 0		
b	Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or is it aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		✓
c	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ 0		
d	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ 0		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T.		✓
41	List the states with which a copy of this return is filed. ▶ <u>New Mexico</u>		
42a	The organization's books are in care of ▶ <u>Bernard Coffey</u> Telephone no. ▶ <u>5053261525</u> Located at ▶ <u>3203 Aspen Dr, Farmington, NM, 87401</u> ZIP + 4 ▶ <u>784014003</u>		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	Yes	No
	If "Yes," enter the name of the foreign country: ▶		✓
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts .		
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.?		✓
	If "Yes," enter the name of the foreign country: ▶		
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 n/a		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ		✓

Part VI **Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only.** All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46-49b and complete the tables for lines 50 and 51.

	Yes	No
46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I	46	<input checked="" type="checkbox"/>
47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II	47	<input checked="" type="checkbox"/>
48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	48	<input checked="" type="checkbox"/>
49a Did the organization make any transfers to an exempt non-charitable related organization?	49a	<input checked="" type="checkbox"/>
b If "Yes," was the related organization a section 527 organization?	49b	<input checked="" type="checkbox"/>

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

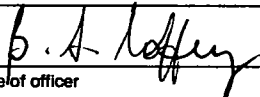
(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
None				

f Total number of other employees paid over \$100,000

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
None		

d Total number of other independent contractors each receiving over \$100,000

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.			
	 Signature of officer		22 AUG 2010 Date	
Paid Preparer's Use Only	Bernard Coffey, Branch Treasurer Type or print name and title			
	Preparer's signature	Date	Check if self-employed <input type="checkbox"/>	Preparer's identifying number (See instructions)
	Firm's name (or yours if self-employed), address, and ZIP + 4	EIN		Phone no.

May the IRS discuss this return with the preparer shown above? See instructions ☐ Yes ☐ No

Part II **Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**
(Complete only if you checked the box on line 5, 7, or 8 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc. (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2009 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2008 Schedule A, Part II, line 14	15	%
16a 33⅓% support test—2009. If the organization did not check the box on line 13, and line 14 is 33⅓% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33⅓% support test—2008. If the organization did not check a box on line 13 or 16a, and line 15 is 33⅓% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2009. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2008. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions ► <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	8898	4374	8080	3079	18739	43170
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	117809	106593	99438	64798	59330	447968
3 Gross receipts from activities that are not an unrelated trade or business under section 513	0	0	0	0	0	0
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	0	0	0	0	0	0
5 The value of services or facilities furnished by a governmental unit to the organization without charge	0	0	0	0	0	0
6 Total. Add lines 1 through 5	126707	110967	107518	67877	78069	491138
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	0	0	0	0	0	0
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year	0	0	0	0	0	0
c Add lines 7a and 7b	0	0	0	0	0	0
8 Public support. (Subtract line 7c from line 6.)						491138

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
9 Amounts from line 6	126707	110967	107518	67877	78069	269204
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	2793	3113	3004	2144	1317	12371
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975	0	0	0	0	0	0
c Add lines 10a and 10b	2793	3113	3004	2144	1317	12371
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on	0	0	0	0	0	0
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)	0	0	0	0	0	0
13 Total support. (Add lines 9, 10c, 11, and 12.)	129500	114080	110522	70021	79386	503509
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2009 (line 8, column (f) divided by line 13, column (f))	15	97.54 %
16 Public support percentage from 2008 Schedule A, Part III, line 15	16	97.84 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2009 (line 10c, column (f) divided by line 13, column (f))	17	2.46 %
18 Investment income percentage from 2008 Schedule A, Part III, line 17	18	2.16 %

- 19a 33⅓% support tests—2009.** If the organization did not check the box on line 14, and line 15 is more than 33⅓%, and line 17 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ► ☒
- b 33⅓% support tests—2008.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33⅓%, and line 18 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ► ☐
- 20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ► ☐

Part IV **Supplemental Information.** Complete this part to provide the explanations required by Part II, line 10; Part II, line 17a or 17b; and Part III, line 12. Provide any other additional information. See instructions.

Form 990-T not completed because all income is directly related to the organization's purpose.

Main Income is from Annual conference or donations.

Fundraising is the sale of items relating to Dyslexia such as Ten in One Hundred information sheets, posters and cards,

Logo Pins, SWIDA Publications and other Publications about Dyslexia by recognized authors.

**BYLAWS OF THE SOUTHWEST BRANCH
OF THE INTERNATIONAL DYSLEXIA ASSOCIATION (SWIDA)**

(Approved by the Membership - July 15, 2010)

ARTICLE I NAME, RELATIONSHIP TO THE ASSOCIATION

- 1. The name of this corporation, herein after referred to as the Branch, shall be the Southwest Branch of The International Dyslexia Association, Founded in Memory of Samuel T. Orton. The Branch, a nonprofit corporation, is organized exclusively for charitable, educational, and scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future tax code, including, for such purposes, the making of distributions to organizations that qualify as exempt. Notwithstanding any other provision of these articles, this corporation shall not carry on any activities not permitted to be carried on by any organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future tax code.**
- 2. These Bylaws of the Branch are subordinate to the Articles of Incorporation and the Bylaws of The International Dyslexia Association, the parent organization of the Branch, herein after referred to as The Association. In event of conflict, the Articles of Incorporation and the Bylaws of The Association shall prevail.**
- 3. The policies of the Branch shall be consistent with those of The Association.**

ARTICLE II PURPOSES

- 1. The purposes of the Branch shall be to promote knowledge of dyslexia and related disorders as originally espoused by the late Samuel T. Orton and others and as enhanced by ongoing theory, research, and application. In particular, the Branch shall:**
 - a. be a nonprofit, scientific, and educational organization for the multidisciplinary study and treatment of individuals with dyslexia and related disorders;**
 - b. support the purposes of The Association and abide by its policies and procedures;**
 - c. consist of members, a Board of Directors, Officers, an Executive Committee, and an Advisory Council;**
 - d. support and encourage study and research into the nature of dyslexia and related disorders as well as all aspects of the acquisition and mastery of written language including, but not limited to, reading, spelling, and writing;**
 - e. promote the appropriate diagnosis and treatment of dyslexia and related disorders;**
 - f. promote, encourage, and support the preparation and continued education of professionals and other personnel to ameliorate the impact of dyslexia and related disorders and to promote optimal methods of reading instruction for all individuals; and**
 - g. promote public awareness and understanding of dyslexia and related disorders, as well as, knowledge of factors important to learning to read and write through responsible dissemination of research based knowledge.**
- 2. The fiscal year of the Branch will be from January 1 to December 31.**
- 3. The Branch shall receive, hold, and invest funds and make disbursements in payment of lawful indebtedness. These transactions shall be carried out in accordance with and as directed by the Bylaws of the Branch and as directed or authorized by the Board of Directors, hereinafter referred to as the Board. Any solicitation of funds shall conform to the guidelines as approved by The Association.**

ARTICLE III MEMBERSHIP

- 1. Membership shall be open to any individual in sympathy with the purposes of The Association and the Branch without regard to age, sex, creed, color, disability, nationality, ethnic or religious background or marital status.**
- 2. One must be a member of The Association to be a member of the Branch. Membership categories are those defined by The Association.**
- 3. Membership rights are the same as those defined by The Association.**
- 4. The amount of dues for each membership category shall be determined by The Association. Dues shall be paid directly to The Association.**
- 5. A portion of each Branch member's dues, as determined by the Board of Directors of The Association, shall be transmitted to the Branch.**
- 6. When dues are submitted with an application for initial membership or to reactivate a dropped membership, dues remain current for one year from the date of payment.**
- 7. When submitted with a renewal of membership, dues remain current from the annual anniversary date.**

ARTICLE IV OFFICERS

1. OFFICERS

- a. The Officers of the Branch shall be a President, a Vice President, a Recording Secretary, a Corresponding Secretary, a Treasurer and, when in effect, a President-elect and an Immediate Past President.**
- b. No member of the Branch shall hold more than one position on the Board of Directors of the Branch.**

2. PRESIDENT

- a. On January 1 following the completion of his/her term, the President-elect shall assume the office of President for one two-year term until a successor assumes the office of President. The president is eligible for re-election to one second two-year term.**
- b. The President shall preside at all business meetings of the Branch, the Board, and Executive Committee and shall represent the Branch at all meetings of The Association's Branch Council.**
- c. The President shall provide leadership to the Branch; shall be an ex officio member of all committees, except the Nominating Committee; and shall perform such other duties as are incident to this office or as may be properly required of the President by the actions of the Branch or the Board.**
- d. At the conclusion of the term of office, the President shall serve as an ex officio member of the Board for one year, and when in effect, shall serve on the Executive Committee.**
- e. The powers, duties, authority, and limitations of the position of the President shall devolve, temporarily, during any absence or disability of the President, to the President-elect or, if there is no President-elect, upon the Vice President. The Executive Committee shall resolve any question about the existence or nonexistence of disability on the part of the President.**

3. PRESIDENT-ELECT

- a. In the annual election beginning in 2011, the Nominating Committee will determine that a President-elect should be nominated, and one individual from among present**

or former Board members shall be elected by the membership as the President-elect for a one-year term.

- b. On January 1 following the conclusion of his/her term, the President-elect shall assume the office of President.

4. VICE PRESIDENT

- a. In the annual election beginning in 2011 and every two years thereafter, the Nominating Committee will determine if a Vice President should be nominated, and one individual from among present or former Board members shall be presented for election to a two-year term.
- b. The Vice President shall serve as a liaison between the Board and the Advisory Council and be assigned duties as are necessary by the President or the Board. The Vice President is eligible for re-election to one second two-year term.

5. RECORDING SECRETARY

- a. In the annual election beginning in 2011 and every two years thereafter, the Nominating Committee will determine if a Recording Secretary should be nominated, and one individual from among the Branch membership shall be presented for election to a two-year term. The Recording Secretary is eligible for re-election to a second two-year term.
- b. The Recording Secretary, or in his/her absence a Secretary pro tem appointed by the President, shall take attendance and minutes at all meetings of the Board and the Executive Committee; present minutes to the Board, the Advisory Council, and The Association. The Recording Secretary shall keep a record of all of the proceedings of the Branch.
- c. The Recording Secretary shall ensure that all amendments to the Articles of Incorporation and the Bylaws, and other corporate documents are properly recorded and distributed.
- d. The Recording Secretary shall ensure that any new policies enacted by the Board are added to the Branch Policy Manual.
- e. The Recording Secretary shall cause to be received, all ballots and coordinate the counting of the same, reporting the results of all Branch elections and votes to the membership of the Branch and to The Association. A member of the Branch may cast his/her ballot in person or by mailed ballot, provided that such ballot reaches the Recording Secretary before the deadline date as determined by the Nominating Committee.
- f. The Recording Secretary shall maintain a roster of current Directors and Officers including their current addresses and telephone numbers and shall maintain a current member roster including addresses and telephone numbers.
- g. The Recording Secretary shall perform such other duties as are necessary or assigned by the President or the Board.

6. CORRESPONDING SECRETARY

- a. In the annual election beginning in 2011 and every two years thereafter, the Nominating Committee will determine if a Corresponding Secretary should be nominated, and one individual from among the Branch membership shall be presented for election to a two-year term. The Corresponding Secretary is eligible for re-election to a second two-year term.
- b. The Corresponding Secretary shall receive and respond to all correspondence as the President or Board directs.

7. TREASURER

- a. In the annual election beginning in 2012 and every two years thereafter, the Nominating Committee will determine if a Treasurer should be nominated and one individual from the Branch membership shall be presented for election to a two-year term. The incumbent is eligible for re-election without a period of ineligibility.

- b. The Treasurer or bonded agent appointed by the Treasurer, with the approval of the Board, shall receive and deposit in a depository designated by the Board all funds collected by and paid to the Branch; keep available accurate and current accounts of all such receipts and disbursements; render to the President and the Board an account of the financial condition of the Branch at each Board meeting and at the Annual Meeting; have power to sign checks and to endorse, for collection only, all check drafts and other negotiable instruments payable to the Branch. All checks written in the amount of \$1,500 and over must have approval of the President and/or approval by the Board.
- c. At the end of the fiscal year, December 31, the Treasurer will submit an annual financial statement to the Board, The Association, and report to appropriate federal and state agencies.

8. IMMEDIATE PAST PRESIDENT

- a. At the conclusion of his/her term, the President shall serve a one year term as a member of the Board in the position of Immediate Past President. Thereafter, for a period of one year, the individual shall be ineligible for election to the Board.

9. REPLACEMENTS

- a. In the event of the removal, resignation, or death of the President, the President-elect shall assume the office of President, finishing the remainder of that term and then continue with his/her regular two-year term. If there is no President-elect, the Vice President shall assume the duties of the President until such time as the Nominating Committee can meet and nominate a replacement, subject to election by the affirmative votes of a simple majority of the total members of the Board. Upon election the replacement shall immediately assume the office of President and shall serve out the balance of the unexpired term.
- b. In the event of the removal, resignation, or death of the President-elect, the Nominating Committee shall nominate a replacement, subject to election by affirmative votes of a simple majority of the total members of the Board. Upon election the replacement shall immediately assume the office of President-elect and shall serve out the balance of the unexpired term at which time he/she will assume the office of President.
- c. In the event of the removal; resignation; or death of the Vice President, the Recording Secretary, the Corresponding Secretary, or the Treasurer; the President shall nominate a replacement subject to election by the affirmative votes of a simple majority of the total members of the Board. Consideration should be given to the recommendations from the Nominating Committee. Upon election the replacement shall immediately assume office and shall serve out the balance of the unexpired term.

10. DETRIMENTAL ACTIONS

- a. An Officer may be removed from office by the affirmative votes of a simple majority of the total members of the Board when the actions of the Officer are judged detrimental to the Branch as outlined in the Branch Policy Manual.

11. ASSUMPTION OF OFFICE

- a. The Officers, Directors, and members of the Nominating Committee shall assume office on January 1 following their election.

ARTICLE V BOARD OF DIRECTORS

- 1. There shall be a Board vested with the authority and responsibility for establishing policy, managing all affairs of the Branch, and advancing the interests of the Branch in

accordance with the Articles of Incorporation and the Bylaws of the Branch and the bylaws of The Association.

2. The Board of Directors shall consist of its Officers and 10-15 elected members of the Branch to be known as Directors. All voting members of the Board must be members of the Branch.
3. Directors shall be elected for a term of three years and are eligible for election to one additional three-year term. Following the completion of two full consecutive terms, an individual shall be ineligible for re-election as a Director for a period of one year. Approximately one-third of the Directors' terms shall expire each year.
4. Directors shall assume office on January 1 following their election.
5. No employee of the Branch or The Association shall be eligible for nomination or election as a Director or Officer or appointment to any of the Branch committees.
6. There shall be at least four meetings of the Board per year. In addition, the Board may meet as many times and in such places as it shall deem necessary for the fulfillment of its duties.
7. The President must call a meeting of the Board upon the written request of at least five members of the Board and the reason for such meeting must be stated in advance.
8. Notice of meetings of the Board, including date, time, and purpose of said meeting, shall be sent to the Board and Advisory Council members at least one week in advance of the meeting unless a condition of emergency exists.
9. A majority of the entire membership of the Board, in addition to the President or the presiding Officer, shall constitute a quorum.
10. A Director may be removed from the Board by the affirmative votes of a simple majority of the total members of the Board when the actions of the Director are judged to be detrimental to the Branch as per the Branch Policy Manual.
11. In the event of the removal, resignation, or death of a Director, the President shall nominate a replacement, subject to election by affirmative votes of a simple majority of the total members of the Board. Consideration should be given to recommendations from the Nominating Committee. The replacement shall immediately assume the position and shall serve out the balance of the unexpired term. If the term is less than a one-half term, the replacement is eligible to be elected to two full terms in his/her own right. If the remainder of the term is longer than a one-half term, the replacement is eligible to be elected to one additional term in his/her own right.
12. All voting members of the Board shall serve without compensation.
13. Each Board member, present or past, shall be indemnified to the extent of The Association's insurance coverage against liabilities and reasonable costs and expenses incurred as a result of any suit or proceeding in which he/she may be involved because of such office. Such indemnification shall exclude liability or expense incurred by action known at the time by such person to be unlawful or arising from willful malfeasance, bad faith, gross negligence or reckless disregard of the duties of such office.
14. Any money raising activity or solicitation of gifts or grants by the Branch shall conform to policies approved by The Association.
15. Upon dissolution of the corporation, the Board shall, after paying or making provisions for the payment of all of the liabilities of the corporation, dispose of all assets for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986, or corresponding section of any future federal tax code, or shall distribute assets to

the federal, state, or local government for a public purpose. Any remaining assets, not so disposed of, shall be disposed of by a court of competent jurisdiction, in the county in which the principle office of the organization is then located, exclusively for public purposes.

ARTICLE VI EXECUTIVE COMMITTEE

- 1. The Executive Committee shall consist of the President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, one member of the Board of Directors appointed by the President, and when in effect, the President-elect and the Immediate Past President.**
- 2. The Executive Committee shall:**
 - a. act in lieu of the Board between Board meetings;**
 - b. carry out directives of the Board;**
 - c. determine the duties, responsibilities, and salaries of any employees;**
 - d. review any salaries annually prior to formulation of the budget by the Budget and Finance Committee; and**
 - e. approve the auditor when recommended by the Budget and Finance Committee.**
- 3. Meetings of the Executive Committee shall be called at the discretion of the President.**
- 4. Four members shall constitute a quorum.**
- 5. The minutes of all meetings of the Executive Committee shall be taken by the Recording Secretary or other Officer designated by the President in the Secretary's absence and shall be sent to all members of the Board, the Advisory Council, and The Association.**

ARTICLE VII ADVISORY COUNCIL

- 1. The Board shall appoint an Advisory Council composed of persons recognized as eminent in the fields related to the diagnosis or treatment of dyslexia or in the fields of expertise pertaining to the affairs of the Branch.**
- 2. The Advisory Council shall be available to advise the Board of Directors regarding matters of concern to the Branch.**
- 3. The Advisory Council Members shall be appointed in non-presidential election years for a two-year term. Members may serve without periods of ineligibility.**
- 4. Recommendations for persons appropriate for the Advisory Council will be solicited by and given to the Vice President who will present them for Board approval. The Board will vote on the nominees and a majority of voting Board members shall constitute approval or disapproval.**
- 5. The responsibilities and privileges of the Advisory Council are as follows:**
 - a. attend one scheduled Board Meeting each year with the privilege of attending all;**
 - b. will receive agenda and minutes of Board Meetings;**
 - c. may serve on committees;**
 - d. may advise the Board on specifics in their expertise as the Board requests;**
 - e. will have the same conference privileges as the Board; and**
 - f. will have the option of joining The Association.**

ARTICLE VIII COMMITTEES

1. COMMITTEES

The standing committees of the Board shall be the Budget and Finance, Membership, and Nominating Committees. Other committees will be determined by the President as needed to conduct the purposes and goals of the Branch. Ad hoc committees may be established by the President with the approval of the Board.

2. APPOINTMENT TO COMMITTEES

The chairperson of each committee, unless otherwise specified in these Bylaws or Board Policies, shall be appointed by the President and serve for one year. Each committee chairperson shall select committee members and be accountable to the Board as a whole.

3. BUDGET RESPONSIBILITIES

Annually, and in a timely fashion, each chairperson shall submit a budget request to the Treasurer covering the proposed activities of that committee for the ensuing fiscal year.

4. LIMITATIONS ON EXPENSES

No chairperson or member of a committee shall, beyond the limits of the approved budget, expend or commit money without prior approval of the Board.

5. THE BUDGET AND FINANCE COMMITTEE

This committee shall consist of the Treasurer who cannot serve as the chairperson, an additional SWIDA board member, and one other individual. It shall:

- a. prepare annually for Board approval a budget of estimated revenue and expenses;
- b. ensure that the branch is in compliance with all state and federal financial filing requirements;
- c. provide a set of guidelines for the collection, disbursement, and deposit of money;
- d. study and recommend investment and financial policies;
- e. investigate the availability of grants from foundations and other sources;
- f. determine ways in which revenue may be obtained from materials which may be rented or sold to the public; and
- g. make recommendations regarding the aforementioned to the Board.

6. THE MEMBERSHIP COMMITTEE

This committee shall:

- a. promote growth of the Branch, and
- b. develop recruitment and retention strategies.

7. THE NOMINATING COMMITTEE

- a. This committee shall consist of three members, adequately distributed professionally and geographically, who shall serve for two-year terms with the option of serving one additional two-year term. Two of the committee members shall be elected by the Branch members. The chairperson shall be nominated by the President and elected by the Board.
- b. No employee of the Branch or The Association shall serve on the Nominating Committee.
- c. The committee shall:
 - 1) encourage all members of the Branch to suggest candidates for vacancies and give full consideration to all such suggestions;
 - 2) complete a slate of recommended candidates for all vacancies that are to be filled by election of the members of the Branch. This committee shall present a proposed slate of prospective nominees for election which includes any forthcoming Nominating Committee members, Officers and existing Director vacancies for Board approval and, following, member approval. These

recommendations shall be made for membership approval no later than six weeks prior to a deadline date.

- 3) include in such slate any nominations for a particular vacancy that is supported by a petition bearing the signature of not less than twenty members of the Branch, provided that:
 - a) the petitioning members are adequately distributed geographically;
 - b) the petition candidate(s) meets the eligibility requirements for the named position and if elected is willing to serve the position for the specified term;
 - c) the nomination is submitted in writing at least eight weeks in advance of the election; and
 - d) the petition is accompanied by biographical information of the type required by the Nominating Committee guidelines.
- 4) ensure that the slate submitted to the members of the Branch by the Nominating Committee shall offer, including any qualifying petition candidate(s), not less than two candidates for election to the next Nominating Committee, not less than one candidate for election to each officer-ship, and not less than one candidate for each vacancy as a Director that is to be filled at the time;
- 5) ensure that the slate of Officers, Directors, and Nominating Committee shall be sent to the recent address of each member of the Branch;
- 6) keep current a cumulative roster of those who have served and are serving as Directors, Officers and and/or Committee Chairpersons and members, by which the Nominating Committee and its successors shall determine eligibility for possible re-nomination; and
- 7) keep current a cumulative roster of other members who may be considered as possible future candidates.

7. In the event of a vacancy on the Nominating Committee, such member shall be promptly replaced by election by two-thirds of the entire membership of the Board.

ARTICLE IX MEETINGS OF MEMBERS

1. An Annual Meeting of the membership shall be held for the purpose of transacting business of the Branch and presenting an Annual Report.
2. Special meetings of the Branch may be called by the President, the Board of Directors, or upon the written request of ten members in good standing and approved by the President and Board of Directors. Notice of such meetings, with a statement of the business for which it is to be called, shall be given at least four weeks in advance.
3. Members present at any meeting of the membership shall constitute a quorum for that meeting.

ARTICLE X AMENDMENTS

1. These Bylaws may be amended, added to, or rescinded by the following method: A proposition may be submitted by any member, in writing, to the Board. If the proposition receives the affirmative vote of a majority of the Board members, it shall be submitted for approval to the membership either immediately or at the time of the Annual Meeting. The urgency of the proposition shall be determined by the Board. Two-thirds vote of the members voting shall carry the proposition.

2. A period of one month shall be allowed from the time of mailing for the members to cast their votes.
3. If any amendment(s) to these Bylaws is being submitted to the membership for action, the ballot shall provide space for voting on such amendment(s) and shall be accompanied by the written text of such amendment(s).

ARTICLE XI PARLIAMENTARY AUTHORITY

1. The rules contained in the most current edition of *Robert's Rules of Order* shall govern in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of the Branch and The Association.
2. A Registered Parliamentarian may be called as a consultant by the President as needed. A Procedural Advisor may be appointed by the President from the membership or community to serve as an advisor regarding general parliamentary procedures.