

Working Rules: Eastern Professional Electronics Association (EPEA)

INDEX

Chapter 1: Fiscal Year	2	Chapter 11: Participation In NESDA	8
Chapter 2: Geographical Boundaries	2	Section 1: Associate Membership	8
Section 1: Scope	2	Section 2: Associate Responsibilities	8
Section 2: Geographical Coverage	2	Section 3: NESDA Responsibilities	8
Chapter 3: Non-conflict	2	Chapter 12: EPEA National Representative	8
Section 4: Regional Zones	2	Section 1: Election	8
Section 5: Region Directors	2	Section 2: Dual-membership	8
Chapter 3: Dues Structure	2	Section 3: Registration	8
Section 1: Active Voting	2	Section 4: Reporting	8
Section 2: Associate Members	2	Section 5: Alternate	9
Chapter 4: Dues Reporting	2	Section 6: Expense Reimbursement	9
Section 1: Dues Status	2	Chapter 13: National Association Voting	9
Section 2: Dues Billing	2	Section 1: Representation	9
Chapter 5: Order of Business	3	Section 2: NESDA Regions	9
Section 1: Board Meetings	3	Section 3: Proxy Requirements	9
Section 2: Annual Membership Meetings	4	Chapter 14: Convention and Conference	
Chapter 6: EPEA Proxy Voting	4	Committee	9
Chapter 7: Qualified Voter List	4	Section 1: Chairman	9
Chapter 8: Board Attendance Notification	5	Section 2: Contracts	9
Chapter 9: Check Signatories	5	Section 3: Separate Fund	10
Section 1: Primary Signors	5	Section 4: Fund Accounting	10
Section 2: Alternate Signors	5	Section 5: Fund Transfer	10
Section 3: Signor Bonding	5	Section 6: Facts and Figures	10
Chapter 10: Standing Committees	5	Section 7: Discounts and Comps	10
Section 1: Convention	5	Chapter 15: Food and Lodging Expenses	10
Section 2: Communications	6	Section 1: Board Meals	10
A: Publications Editor	6	Section 2: Board Sleeping Rooms	10
B: Webmaster	6	Section 3: Convention Committee	
Section 3: Directors Advisory Panel	6	Rooms and Meals	11
Section 4: Legislative	6	Section 4: Limits	11
Section 5: Membership	7	Chapter 16: Consumer Complaint Resolution ..	11
Section 6: Nominating	7	Chapter 17: Association History	11
Section 7: Operating Rules	7	Chapter 18: Organization History 1955	
Section 8: Education	7	To-date	11-14
A: Scholarship	7		
Section 9: Service Industry	7		

Chapter 1 - Fiscal Year: The fiscal year begins July 1 and extends through June 30.

Chapter 2 – Geographical Boundaries:

Section 1 – Scope: EPEA is a regional association in interest and scope, and intends to serve as an umbrella association for local, state, and other regional associations, as well as individual service businesses in the eastern United States. EPEA generally focuses its activity to the eastern seaboard states of Maine through Florida, plus some adjoining states.

Section 2 – Geographical Coverage: EPEA seeks primarily to improve the lot of electronics servicers and state and local trade associations in the states of: CT, DE, FL, GA, MA, MD, ME, NC, NH, NJ, NY, PA, RI, SC, VA, VT, and WV, plus DC. However, EPEA may also accept Affiliate organizations from AL, IN, KY, MI, MS, OH, and TN, and individual members from anywhere in the United States.

Section 3 – Non-conflict: EPEA does not consider itself to be in conflict with any national association, or any other regional organization, nor does it claim jurisdiction over any regional state or local association or any individual business which do not actively choose to be a part of EPEA.

Section 4 – Regional Zones: EPEA will be divided into two or more regional zones. The current zones are two: Northeast and Southeast. The Northeast zone consists of the states of CT, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, and WV, as well as DC. (This coincides with NESDA's Region 1.) The Southeast zone consists of the states of FL, GA, NC, and SC.

Section 5 – Region Directors: Each zone will have a Region Director, elected at the annual elections by the EPEA members within that zone. Each director will have a voice and vote as a member of the Board of Directors. However, the Region Director will have no other votes at any VPEA meeting except for any proxy votes he or she may collect for the annual membership meeting.

Chapter 3 – Dues Structure:

Section 1 – Active Voting Membership Dues: The annual dues for the Affiliated and At-large Members of EPEA shall be \$48 dollars per year, payable in advance by July 1. Payments may be made semi-annually by July 1 and January 1 in payments of \$25 each.

Section 2 – Associate Member Dues: The dues for all EPEA Associate members, except Associate Partner, shall be \$24 dollars per year. The dues for Associate Partner are \$12 per year. All dues amounts are payable in advance by July 1.

Chapter 4: Dues Reports:

Section 1 – Dues Status: At each meeting of the Board of Directors, the treasurer shall submit a written report setting forth the exact dues status of each Affiliate and At-large Member, or other dues paying member. The report should show the number of paid-up members and the number and amounts past due of unpaid members.

Section 2 – Dues Billing:

(A) The EPEA treasurer shall bill all Affiliates, At-large Members, and Associate Members for dues no less than 30 days prior to the expiration of membership.

(B) If dues are still unpaid after 30 days, the member shall be billed again immediately with notification that: (1) their membership is delinquent; (2) they have lost their right to vote and hold office until remedied; and (3) they will forfeit all membership standing and member-benefits 30 days after the renewal date.

(C) If still unpaid 30 days following the renewal date, a final bill will be rendered, advising that: (1) their membership is in jeopardy and will be completely terminated 60 days after the renewal date, and (2) they must cease using any EPEA identification material or otherwise identifying or implying any membership, affiliation, or connection with EPEA.

(D) If unpaid after 60 days, the name will be removed from the membership rolls, but may remain on the prospective member solicitation list.

Chapter 5 – Order of Business:

Section 1 – Board Meeting Agenda: The general order of business at all Board of Director meetings may be as follows, unless otherwise prescribed by a vote of the Directors at a Board meeting or of the membership at the annual meeting:

- (1) Call to order.
- (2) Roll Call, or Secretary's report that a quorum is present
- (3) Introduce Guests (if any)
- (4) Approve or amend the minutes of the previous meeting
- (5) Treasurer's Report
- (6) President's Report
- (7) Committee Reports: Standing Committees
- (8) National Representative's Report
- (9) Committee Reports: Special Committees
- (10) Old, or unfinished, business
- (11) New Business
- (12) Program, or special presentations
- (13) Announcements
- (14) Set future meetings, etc.
- (15) Adjournment

This is a general outline of the order of business at meetings. The chairman may exercise some personal options, and may also request a change in the order of business to expedite any special business or presentations, subject to approval by the Board. A completed agenda shall be distributed by the immediate past president or the president, according to Article VIII, Section 7 of the bylaws and this section. To all Board members, active past presidents, committee chairs, and others designated by the president or board no less than ten days prior to the meeting.

Section 2 – Annual Membership Meeting Agenda: The general order of business at all annual general membership meetings may be as follows, unless otherwise prescribed by a vote of the Directors at a Board meeting or of the membership at the annual meeting:

- (1) Call to order.
- (2) Roll Call, or Secretary's report that a quorum is present
- (3) Introduce Guests (if any)
- (4) Approve or amend the minutes of the previous meeting
- (5) Treasurer's Report
- (6) President's Report
- (7) Committee Reports: Special Committees
- (8) Officer Nominations
- (9) Election of Officers
- (10) Administer Oath of Office (or defer to following ceremonies)
- (11) Old, or unfinished, business
- (12) New Business
- (12) Program, or special presentations
- (14) Announcements
- (15) Set future meetings, etc.
- (16) Adjournment

This is a general outline of the order of business at meetings. The chairman may exercise some personal options, and may also request a change in the order of business to expedite any special business or presentations, subject to approval by the Board. A completed agenda shall be distributed according to Article VIII, Section 7 of the bylaws and this section, by the president or immediate past president, to all EPEA members, active past presidents, and others designated by the president or board no less than 30 days prior to the meeting.

Chapter 6 – EPEA Proxy Voting:

No less than 90 days prior to the annual membership meeting, EPEA shall publish to the membership and shall make available on its website a form by which any EPEA member may assign his or her vote to any other EPEA member for voting at the membership meeting. This must be mailed, or given to the member in time to be mailed to EPEA so as to arrive, with verifying postmark, no later than ten days prior to the scheduled membership meeting. Absent the official form, a member may send a signed letter of intent, or E-mail from a known E-mail address, to EPEA, also to arrive no later than ten days prior to the voting.

Chapter 7 – Qualified Voter List:

Prior to the annual membership meeting, the treasurer shall submit a written list of prospective qualified voters to the Secretary. This shall indicate the number of paid-up Affiliated and At-large Members, plus Honorary Voting Members, as of May 31. On acceptance by the Board of Directors, this list will constitute the official voting list for the association at the annual meeting, but shall be updated as needed.

Chapter 8 – Board Attendance Notification:

Members of the Board of Directors shall, absent a qualified excuse, attend each scheduled meeting of the Board. Each member, and other individuals with scheduled or invited participation before the Board, shall notify the secretary no less than ten days in advance of the meeting that they will, will not, or may attend.

Chapter 9 – Check Signatories:

Section 1 – Primary Signors: The treasurer is authorized to sign all checks as described by the bylaws. The association bank shall require only one signature, however the Board of Directors may designate an alternate person who is also authorized to sign checks on behalf of the association, and shall also require said bank to recognize and honor the alternate signature.

Section 2 – Alternate Signors: The EPEA president may be the alternate signor, but may delegate this duty to another individual approved by the Board.

Section 3 – Signor Bonding: Proof of bond in the amount of \$50,000 is to be provided by each signor, with the cost of same to be borne by the association.

Chapter 10 – Standing Committees:

The following are the association's standing committees and sub-committees:

Section 1 – Convention: Plan and execute the annual convention of EPEA, including the annual Mid-Atlantic Conference, in accordance with the bylaws, working rules, and established conference guidelines. (Also see Chapter 14.)

A: Vice Chair: Assist the Convention Chair as needed, keep minutes of convention meetings, prepare evaluation forms for both the conference and individual educational sessions.

B: Exhibits: (1) Formulate and ensure adherence to exhibit guidelines and procedures; (2) Design and produce exhibit layout and sales materials and contact prospective exhibitors about trade show opportunities; (3) confirm booth locations, table assignments, etc.; (4) act as a helpful liaison between exhibitors and conference planners; and (5) solicit monetary donations and door prizes.

C: Local Arrangements: (1) Arrange for all meals and provide for meal tickets; (2) maintain a tally of meal reservations and submit this information as needed; (3) arrange for signs requested by the Convention Chair or Program chair; (4) provide refreshments as needed for meetings, hospitality room, coffee breaks, etc.; and (5) assist sponsors, donors, vendors, trainers, etc. in finding space for materials, equipment, etc.

D: Materials Coordinator: (1) Provide equipment required for all conference-related meetings, training sessions, workshops, trade show, entertainment, etc.; and (2) appoint in-area assistants for on-site delivery and set-up and operation of equipment if and as required.

E: Program Chair: (1) Plan and organize sessions, workshops, banquet speakers, and entertainment; prepare program information and convention schedule into a format for publication; and (2) order or provide signs and handouts for meeting rooms.

F: Publicity: (1) Help design, produce, and continually feed updated information about the upcoming conference to the Director of Communications, editor, webmaster, other sub-committee chairs, and others who need to know; and (2) after the convention, coordinate coverage of awards, election results, scholarships, next convention site and dates, etc. as needed.

G: Registration: (1) Determine contents of pre-registration packets, assemble materials, and distribute as needed; (2) arrange for production of name tags and other registration materials; and (3) select on-site registration assistants and arrange for timely on-site registration.

H: Conference Treasurer: Receive and deposit conference funds and provide funding for projects as required with authorization of the Convention Chairman or the EPEA Board. Prepare itemized income and expense records as well as a list of registrants and distribute to the chairman and the EPEA Board as needed. (Also see Chapter 14, Sections 3-6.)

Section 2 – Communications: Oversee the communications vehicles of the organization. Coordinate and establish legality and conformity of the organization's messages in all media and forms, including magazines, newsletters, pamphlets, website, video, audio, official announcements, press releases, editorials, program promotion, advertising, etc. Ensure the timeliness of publications and prompt updating of web material. Solicit and suggest improvements and/or new ideas to meet the purposes of EPEA.

A – Publications Editor: Create, obtain, or solicit material for the quarterly publication (EPEA Reporter) and the annual convention/conference guide.

Magazine/newsletter material shall include information of interest to members and prospective members, including but not limited to reports of EPEA and other industry meetings, association announcements, convention and conference promotions, NESDA activities, industry news, technical information, etc.

Convention guide shall include the latest schedule of events, and other information to facilitate the enjoyment of the convention and surroundings.

Edit and paginate the material into a format to facilitate printing and dissemination, as well as posting to the EPEA web page. Deliver finished materials within the approved deadline to a printer and ensure the proper print quantities and readiness for distribution.

A1: Circulation Manager: Maintain currently updated mailing list(s) for all publications. These lists shall include current and former members, eligible prospective members, current and prospective advertisers, and relevant industry personnel. Receive the finished publication products from the printer, ensure or affix proper postage, and mail or deliver to an approved mail center.

A2: Advertising Manager: Solicit and receive advertising in EPEA viable publications. Determine advertising rates and bill advertisers, with proceeds directed to the treasurer. Receive and transmit or direct advertising copy to the editor in a timely manner to meet established deadlines.

B: Webmaster: Design, organize, maintain, and update the association web pages for content, appearance, and easy navigation as needed, or delegate to competent personnel as approved or directed by the Board, president or other entities designated by the president, Board, or these rules.

Section 3 – Directors' Advisory Panel: Monitor the performance of the Board and serve as a consultant and advisor to the president and the Board to assure adherence to the goals of the association, in accordance with Article VI, Section 4 of the bylaws.

Section 4 – Legislative: Monitor national, state and local government legislation for its potential effect upon the electronics service industry or its trade associations. Alert the president and Board of legislative progress and recommend courses of action.

Section 5 – Membership:

A. Develop methods for the association to better serve its current member, and actively reach out to prospective members with the goal of retaining and increasing overall membership.

B. Among its other duties, the committee will develop, periodically update, and distribute a "welcome" or "new member" packet of materials to acquaint new or renewing members with the goals and programs of the association. The packet should be provided to the member within 30 days of acceptance.

C. Where practical, it shall include but not be limited to the following: (1) Welcoming letter; (2) Articles of Incorporation; (3) Bylaws; (4) Working Rules; (5) Code of Ethics; (6) Association History; (7) Current member contact list; (8) Application for EPEA membership; (9) Convention invitation letter; (10) Convention registration form; (11) NESDA information sheet; (12) NESDA membership application; (13) ISCET information and application form; (14) NESDA/ISCET convention registration form; and (15) most recent issue of EPEA Reporter magazine.

Section 6 – Nominating: Annually, no less than 120 days prior to the annual convention, seek qualified and willing candidates for all officer positions. Receive nominations of consenting candidates from the general membership according to Article XVI, Sections 1-4 of the bylaws. Submit a list of all eligible nominations received, along with a recommended complete slate of officers to the Board, and to the publications editor and Webmaster for pre-convention promotion to the membership.

Section 7 – Operating Rules: Assure that the association operates according to its constitution, bylaws, working rules and directives of the Board or membership, or recommend that the policies or the rules be changed for conformity. Recommend to the Board any proposed changes that will help the association operate more efficiently or better serve its members. Ensure that Board-approved changes are inserted into current rules documents.

Section 8 – Education: Determine the primary educational needs of member service dealers and technicians and propose to the Board programs capable of meeting those needs. Encourage professional certification, ensure the availability of appropriate study courses, and arrange for periodic testing and awarding of diplomas.

A – Scholarship: Develop and promote Board-approved criteria for the selection of qualified applicants for the EPEA Scholarship Fund. Receive and screen nominated candidates and select a recipient for the award. Present the award in an appropriate setting and prepare pre- and post-award publicity.

Section 9 – Service Industry: Maintain contact with service professionals and service industry leaders to determine the state, areas of concern, interests, and needs of the industry in the mid-Atlantic region and the eastern United States. Recommend to the Board ways and means to address the professional needs and concerns of EPEA members.

Chapter 11 – Participation in NESDA:

Section 1: Associate Membership: The Eastern Professional Electronics Association is a supporter of the National Electronics Sales and Service Dealers Association (NESDA), and intends to operate and be recognized as an Associate Member organization. NESDA Associate Membership requires maintaining ten or more EPEA members who are also members of NESDA. All eligible VPEA members are encouraged to join and participate with NESDA.

Section 2 – Associate Responsibilities: As an Associate Member of NESDA, EPEA must: (1) support NESDA's objectives and programs that are not in conflict with the EPEA bylaws, rules, or policies; (2) promote NESDA membership among EPEA members; and (3) provide a semi-annual listing to NESDA of the names, addresses and known phone numbers of all VPEA members.

Section 3: NESDA Responsibilities: NESDA will: (1) support its Associate's objectives and programs if not in conflict with NESDA; (2) promote Associate membership to all NESDA members within the geographic vicinity of the Associate; (3) provide semi-annually, upon request, known contact information for all NESDA members within the Associate's area; and (4) assist Associates in developing educational programs.

Chapter 12 – EPEA National Representative:

Section 1 – Election: At each EPEA annual convention, the members shall elect from among its NESDA members a National Representative to represent the interests of the association in regional or national association affairs. The National/NESDA Representative may or may not be someone elected or appointed to any other EPEA office or position.

Section 2 – Dual Membership: In order to represent EPEA members who are also members of NESDA, and to cast votes at the NESDA convention, the person selected as the National Representative must also be a member of NESDA.

Section 3 – Registration: Upon election of their National Representative, EPEA must provide an official letter to NESDA informing them of the representative's name, as well as a listing of all EPEA Voting Members, which must arrive at NESDA headquarters no later than July 15.

Section 4 – Reporting: The National Representative shall attend and actively participate in approved meetings, projects, and other activities of NESDA and other approved national or regional associations, groups, councils, committees, conferences, etc. He or she shall cast any required votes for EPEA as directed, or where not specifically directed, in the best interests of the EPEA membership. If not attending the meeting, the National Representative shall attempt to determine the important details of said meeting. He/she shall file a comprehensive report of the results of any relevant or authorized meetings with the EPEA president, vice president, recording secretary, and director of communications, and report to the Board at its next meeting.

Section 5 – Alternate: The members may elect, or the president may appoint a consenting Alternate National Representative who shall be required to know and/or have access to the bylaws, provision, rules, organizational set-up and proper procedures of NESDA or any applicable national or regional organizations, or groups. He/she shall be familiar with the duties of the National Representative, and shall be prepared to assume the responsibilities of that position and to attend any required meetings and represent the best interest of the EPEA in the absence of the National Representative. He/she shall aid the National Representative in the performance of his/her duties as may be required.

Section 6 – Expense Reimbursement: In order to receive reimbursement for expenses incurred, the National Representative and/or Alternate Representative shall obtain advance approval from the Board of Directors for any anticipated meeting attendance that will incur travel, food and lodging expenses. This approval from the Board of Directors will name the specific amount and will set the amount of reimbursement funds for the so-named meeting.

Chapter 13 – National Association Voting:

Section 1 – Representation: Pertaining to voting at the annual convention of the National Professional Electronics Association (NESDA), EPEA will conform to the bylaws, standing rules, and representative regions established by NESDA. The EPEA National Representative will represent all EPEA members who are also members of NESDA who are located within NESDA's Region 1, except those who (1) are present and prefer to cast their own vote, (2) have assigned a NESDA proxy to another NESDA member, or (3) are duly represented by another local, state, or regional association.

Section 2 – NESDA Regions: NESDA's Region 1 consists of the states of CT, DE, MA, MD, ME, NH, NJ, NY, PA, RI, VA, VT, and WV, plus DC. (This coincides with EPEA's Northeast Region.) NESDA's Region 2 consists of AL, FL, GA, KY, NC, SC, and TN.

Section 3 – Proxy Requirements: To represent and vote at the NESDA convention for EPEA/NESDA members outside of NESDA's Region 1, or for members of EPEA who are also members of non-EPEA associations, the EPEA National Representative must solicit and remit to NESDA legally signed NESDA proxy forms.

Chapter 14 – Convention and Conference Committee:

Section 1: Chairman: Annually, the EPEA president, with the concurrence of the Board of Directors, shall appoint a chairman of the EPEA Convention Committee. The chairman shall be responsible for appointing and charging the members of his/her committee, as well as arranging and conducting the annual VPEA Convention and Mid-Atlantic Conference. (See Chapter 10, Section 1.)

Section 2 – Contracts: The Convention Committee Chairman is empowered to act for EPEA in establishing agreements and contracts necessary for the implementation of the convention, as may be determined by guidelines and rules established or approved by the Board of Directors. The chairman shall be appended to the association bond, with respect to contract responsibility, or separately bonded as required by the Board, with any costs borne by the association. The Eastern Professional Electronics Association shall accept full financial responsibility for contracts, agreements or other obligations which may be established by the Convention Committee, as outlined above.

Section 3 – Separate Fund: A separate fund, as determined by the Board of Directors, shall be established and made available to the Convention Committee for the purpose of handling advance expenses in arranging the annual convention. The chairman and one other person approved by the Board shall be authorized to sign checks on this account. Each signor shall be appended to the association bond, or separately bonded as required by the Board, with any costs borne by the association.

Section 4 – Fund Accounting: At each Board meeting, or quarterly, or as otherwise determined by the Board of Directors, the Convention Chairman shall provide the Board a full financial accounting of all income and expenses of the convention. This accounting shall include a balance sheet, a profit-and-loss statement, and a complete listing of incomes and expenses for each income category (registrant fees, meal and function sponsors, trade show exhibitors, donations, all checks written and obligations incurred, etc.) plus the numbers of registered participants, training sessions, door prizes, etc.

Section 5 – Fund Transfer: Within 90 days of the close of the convention and conference, the Convention Chairman shall, at the discretion of the Board of Directors, submit any remaining funds or profits of the convention, if any, to the EPEA treasurer or the incoming Convention Committee, as directed by the Board.

Section 6 – Future Planning: Within 90 days of the close of the convention and conference, the chairman shall provide to the Board and any succeeding Convention Chairman a complete accounting of the known attendees, sponsors, function participants, etc. to aid in planning the next convention.

Section 7 – Discounts and Comps:

A: EPEA Affiliated and At-large members shall receive a discount of \$40 off their full, paid convention participation (one discount per business). Associate members shall receive a \$15 per person discount. Any early-registration discounts shall apply to all EPEA members.

B: All members of the EPEA Executive Committees plus VEA founders and other Honorary Participating members, plus one accompanying person each are entitled to free full-convention participation.

Chapter 15 – Food and Lodging Expenses:

Section 1 – Board Meals: Food expenses for all Board members, standing committee chairs, and invited attendees, plus any accompanying spouses or "significant others" when dining as a Board-approved group at any non-convention EPEA Board meeting shall be paid for by EPEA from association funds, subject to fund availability.

Section 2-Board Rooms: Lodging expenses for all Board members, standing committee chairs and others who are personally requested by the Board to attend, who reside outside a 60-mile radius of the meeting site and who are attending a legally called Board meeting, plus any of their accompanying family members or “significant others” sharing the same room, shall be paid for by EPEA from association funds, subject to fund availability. Generally, this will entail one room-night. However, if the approved attendee has a just reason to incur additional room-nights (such as for a more lengthy trip, physical impairment, etc.), the Board may approve additional room-nights as appropriate, subject to fund availability. Lodging expenses for Board meetings occurring immediately prior to, during, and immediately following the annual convention are not eligible for payment by EPEA unless otherwise permitted or specifically authorized by the Board.

Section 3 – Committee Rooms and Meals: Lodging and any required pre- or post-convention meal expenses of the EPEA president, the convention and/or conference chairperson, and any key convention sub-chairs or other key convention committee workers designated by the president or conference chair, plus any accompanying spouses or "significant others" who share the same room, shall be paid for or promptly reimbursed from convention funds, up to the amount of convention profit.

Section 4 – Limits: All food and lodging expenses are limited to a combined total of \$4,000 per year.

Chapter 16 – Consumer-Complaint Resolution:

A: Any complaint lodged against an EPEA member for alleged violations of the bylaws or Code of Ethics will be referred to the president, or to a committee formed for that purpose. Such complaints must be in writing, and must clearly describe the nature of the alleged infraction, along with all relevant dates and the names of all individuals involved.

B: The committee, or the president in consultation with the Board, shall determine if there is cause to believe that a violation has occurred. In any event, the member shall be promptly notified that a complaint has been received, and allowing an opportunity for an explanation and/or a satisfactory response to the claimant.

C: If there has been no violation, or if the complaint has been satisfactorily resolved and thus withdrawn, there shall be no further action.

D: If the complainant persists, and there is no provable violation, the complainant shall be informed of this situation and the fact that EPEA can take no further action.

E: If the complainant persists, and there is an apparent violation of the code of ethics, bylaws, or code of standards, the member shall be notified with a complete disclosure of the charges and asked to take immediate corrective action. If the member contests the charges, he or she may respond with full particulars within 10 days, or may request a full hearing before the Board, or a Board-approved investigation committee. Such hearing must be held within 30 days of the request.

F: If a violation is confirmed, and the member declines to take corrective action, the Board shall undertake expulsion proceedings in accordance with Bylaws Article V, Section 4.

Chapter 17 – Association History: A history of the Eastern Professional Electronics Association (formerly the Virginia Professional Electronics Association and the Virginia Electronics Association) shall be updated and regularly revised in these Working Rules by an historical committee, or a chairperson appointed by the president or Board.

Chapter 18 – Organization History, 1955 To-date:

VEA/VPEA/EPEA: From Tidewater, to Virginia, to the Eastern States: Expanding to Serve a Changing Industry

Until the mid-20th century, there was no trade association for radio and television servicers in Virginia. But such an organization was a dream of a group of servicers in the Tidewater area during the early 1950s. These men had similar problems and similar ambitions, and they believed that the most effective solutions to their problems lay in combined efforts. And they dreamed not just of local cooperation, but also of finding solutions throughout the state.

It all started in the early 1950s with informal discussions over coffee at various local parts distributors on Saturday mornings. Two of the distributor personnel who encouraged the group were Hymie Bennett of Radio Supply Co. and Ennis Cain of Cain Electronics, both in Norfolk.

The most persistent of the organizers was a service dealer named Robert Kidd. Kidd was a member of the fledgling national association, National Alliance of Television and Electronic Service Associations (NATESA), which was formed in 1950. After several ill-fated attempts, the first effective and lasting organization of electronics service dealers in the state of Virginia was held in Norfolk on July 14, 1955.

With John C. Wood, Jr. presiding as chairman-pro-tem, the first officers were elected and an association name was chosen. Since these far-sighted men envisioned a statewide organization, they chose the name of "Virginia Electronics Association." And because they envisioned the eventual addition of more chapters, they called themselves "Virginia Electronics Association of Tidewater."

Nominated and elected at the initial meeting were: President, A. A. Bradshaw; Vice-President, Robert Kidd; Secretary, Paul Hirtz; and Treasurer, C. T. Bridgers. The first directors were: Robert Glasgow, Thurman Gardner, J. N. Dennis, Charlie Thompson, and Ray Wiseman. Two others in attendance at that first meeting were Dick Ambrose and Paul Whesdos Jr., who with Wood and Wiseman would become builders as well as pioneers.

By August they had established dues, discussed, wrote, and voted on a code of ethics and bylaws; and agreed to affiliate with NATESA.

Early on, Dick Ambrose assumed editorship of the association newsletter, the VEA Reporter. Dick used a manual typewriter and a mimeograph machine to tell of the advantages of association. Then he and his wife, Lucy, would collate the pages, fold, staple, address and stamp them, and send them to members and prospective members, as well as potential leaders in other parts of the state.

There were growing pains, which included minor squabbles and major disagreements. President Bradshaw resigned a couple of months into his term, and VP Bob Kidd served the rest of the term as president. The original healthy interest of some diminished, and the organization appeared to be foundering.

Nevertheless, there were always those hardy individuals, especially Dick Ambrose, Paul Whesdos, and John Wood – frequently joined by LeRoy Cox, Ray Wiseman, and Clyde Crowe – who refused to give up. Besides holding their local association together, they found the time (and a sizeable portion of their own expenses) to visit other parts of the state.

They traveled to Richmond, Roanoke, Lynchburg, Suffolk, Petersburg, Northern Virginia, the Peninsula, etc. to spread their ideals. They pushed and pleaded to try to overcome the apathy and the stubborn isolationism of servicers determined to prove their independence.

Though they were often rebuffed, they never faltered.

Finally, part of their dream was fulfilled when VEA of Lynchburg was formed in 1960. Then, with the help of Lynchburg leaders, such as Earl Talley, Tom and Jane Hudson, etc., VEA of Roanoke was formed in 1962. The Roanoke group was headed by John Gibson.

The following year, 1963, VEA-Danville and VEA-Richmond were added to the list. In 1964, Covington/Clifton Forge, Tri-Cities (Petersburg/Hopewell/Colonial Heights), New River Valley, and Martinsville/Henry County, started VEA Affiliates.

By 1965, there was a group of associations around the State, all using "Virginia Electronics Association" as part of their name. Although there was still no actual state association, the pioneers and builders would not be denied. On May 2 and 3, 1964, the first state organizational meetings were held in Richmond.

This and subsequent meetings were attended by leaders from the locals of Danville, Lynchburg, Tri-Cities, Richmond, Roanoke and Tidewater. The group was called to order by LeRoy Cox (Tidewater). A temporary chairman and secretary were appointed: Dick Ambrose (Tidewater) as Chairman, and Clifford Shaw (Richmond) as Secretary.

A second meeting was held in Richmond on November 14, 1964. A proposed Constitution and bylaws were hashed out and temporary officers were elected for the purpose of incorporation. The total slate consisted of: Dick Ambrose (Tidewater), President; Lloyd Pillow (Lynchburg), 1st Vice President; John Gibson (Roanoke), 2nd Vice President; Lewis Adams (Danville), 3rd Vice President; Clifford Shaw (Richmond), Secretary; and Alan Jones (Tri-Cities/Hopewell), Treasurer.

On August 7 and 8, 1965, in Richmond, the proposed bylaws, a constitution, and a charter were agreed upon, and the state Virginia Electronics Association (VEA) was finally a reality.

In short order, other local associations were added, including VEA-Peninsula (1966), VEA-Northern Virginia (1967), VEA-Tri-Counties (1970), and VEA-Piedmont (1972).

Since its inception, the Virginia Electronics Association has worked closely with national associations. In the early years, nearly all VEA members were also members of the national association, NATESA. (In some chapters, this was required.)

John Gibson (Roanoke) and Cliff Shaw (Richmond) were both early presidents of NATESA (1965 and 1968, respectively). Shaw was also a NESDA Secretary. Walter Cooke was a regional officer in NEA and Charles Porter served a similar function in NESDA. Cooke and Porter were also active in ISCET. John McPherson served as NATESA secretary (1972). Charles Porter was also Executive Director of NESDA ((1977-79). Wallace Harrison was a region VP (1969) and Secretary General (1970) in NATESA and a Region VP (1975) and the staff Director of Communications/Publications Editor (1977-2000) for NESDA

Several other VEA/VPEA members have served on committees, and in other leadership positions in NATESA, NEA, and NESDA. And many of our members have regularly attended the national conventions and participated in the decision-making process.

Later, after years of bitter turmoil between feuding factions at the national level, VEA left NATESA to become 100% affiliated with NESDA (nee National Electronic Associations – NEA). After determining that VEA members could not legally be required to join another organization, VEA dropped that requirement. However, the association continued to support NESDA, especially after its merger with NATESA, and still urges its members to join and participate in the national.

Of course, many other changes have occurred in the organization in its more than half century of existence.

There have been two executive directors: Cliff Shaw (Richmond) and John McPherson (Peninsula/Yorktown).

In 1991, VEA leaders established the Mid-Atlantic Conference as a part of the annual VEA Convention. The regional conference was a conduit for technical trainers to impart knowledge about new technology products to technicians in the eastern United States. It provided a well-regarded trade show of service-oriented products and aids. And it featured the Manufacturers' Roundtable, a forum for candid interaction between service dealers and representatives of manufacturers and other providers to the service industry.

In 1996, VEA changed its name to the Virginia Professional Electronics Association (VPEA). This was partly to distinguish itself from another organization using the initials "VEA" (the Virginia Education Association). But there was also a desire to publicly distinguish their trained, competent, and ethical members from some of the less-professional practitioners of the trade.

Some of those original members are no longer here due to death, retirement, changing profession, or relocation. But those departing pioneers were replaced by more builders, and, most of these join the remaining founders in still believing in the original goals.

During all these years, the association has worked hard to promote the interest of its members, while also serving the wellbeing of their customers and the community. They have occasionally joined forces with such entities as the Virginia Consumer Affairs Division, and have helped resolve many consumer complaints. They have worked closely with the Virginia Retail Merchants Association, as well as local Retail Merchants groups, Better Business Bureaus, and consumer affairs agencies. They have fought against attempts at unfair encroachments by cable TV companies, utilities, and rural electrification co-ops. They fought diligently, though fruitlessly, for a licensing law to protect consumers against fraud and inefficiency by incompetent servicers.

Over the years, VPEA members and leaders came from outside as well as inside the state. Attracted by the regional thrust of the Mid-Atlantic Conference, VPEA members stretched from Massachusetts in the north and Florida to the south, and as far west as Texas and Colorado. Elected presidents came from North Carolina, Maryland, and Delaware. In 2008, the members voted to change the name and scope of the organization from a state association to a regional one.

The success of the Mid-Atlantic Conference had filled a need for expanded technical and business management training. The VPEA leaders realized a growing need to provide association benefits to servicers in the region who had no home organization while also offering assistance to other struggling state and local service associations.

In March 2009, a new name was adopted: Eastern Professional Electronics Association. Articles of incorporation, bylaws, and working rules were revised to reflect their outreach to servicers and other servicer associations in the eastern part of the United States. These were effectively implemented during the June 2009 Mid-Atlantic Conference in Virginia Beach.

EPEA, while expanding to serve a larger area, continues to cherish its affiliation with NESDA. Its leaders were determined to work with NESDA to ensure that EPEA's growth does not diminish the luster of the more important national organization.

As EPEA expands its boundaries, it looks forward to many more years of service to its members and attention to the betterment of their part of the electronics service industry.

The dream of the founders of VEA lives on.