

**Fort Bend County A&M University Mothers' Club  
Bylaws**

**Article I – Name**

The name of this club shall be the FORT BEND COUNTY A&M UNIVERSITY MOTHERS' CLUB. (In membership with the State Federation of Texas A&M University Mothers' Clubs of Texas).

**Article II - Object**

Section 1. The purpose of this club shall be to serve our students in an organized and direct manner in the same spirit with which we serve them as individuals, to aid in the promotion of Texas A& M University; to provide opportunities for networking between mothers of Texas A&M students; to educate mothers of Texas A&M students on all aspects of this university; to provide funding for student scholarships and to give support to student organizations

Section 2. In membership with the State Federation of Texas A&M University Mothers' Club of Texas, said organization is organized exclusively for charitable and educational purposes, including the making of monetary distributions to organizations that qualify as exempt organizations under Section 501 (c) (3) of the Internal Revenue code of 1954 (or the corresponding provision of any future United States Internal Revenue Law.)

**Article III – Membership and Dues**

Section 1. The membership of this club shall be composed of mothers, stepmothers, or guardians of students or former students of Texas A&M University.

Section 2. An associate member may be anyone not the mother or legal guardian of a student or former student of Texas A&M University, i.e., grandmothers, aunts, former students, fathers, or friends of the University or club, etc. An associate member may not hold the office of president. The associate member may neither hold office on the Federation level nor be a delegate with voting privileges on the Federation level. The associate member shall have all other privileges of the club.

Section 3. Honorary members shall be those whom the club votes to honor for services rendered to the club or to Texas A&M University. **Honorary members are not required to pay annual dues. Honorary members are not eligible to become officers of this club.**

Section 4. The annual dues of this club shall be payable upon joining the club. This fee includes payment of dues to the State Federation of Texas A&M University Mothers' Clubs.

**Article IV - Meetings**

Section 1. Regular business meetings shall be held on the second Monday commencing September through May at 7:30 p.m. Changes may be made when dates conflict.

Section 2. Additional meetings may be held at the discretion of the President.

#### **Article V--Officers**

Section 1. The officers of this club shall be President, First Vice-President, Second Vice-President, Third Vice-President, Fourth Vice-President, Fifth Vice-President, Sixth Vice-President, Secretary, Treasurer, Historian, Parliamentarian, and Vice-President-at-Large.

Section 2. The retiring President shall serve as Vice-President-at-Large.

Section 3. With the exception of the Sixth Vice-President (Scholarship Chairman), no officer shall serve in the same capacity for more than two consecutive years. Exceptions for the Sixth Vice-President (Scholarship Chairman) may be recommended by the Nominating Committee and approved by a 2/3 vote of the board members present and voting.

#### **Article VI – Elections**

Section 1. Officers shall be elected at the regular meeting in March and shall assume the duties of office at the May meeting immediately following installation. Voting shall be by ballot unless there is only one nominee for an office; then election shall be by voice vote.

Section 2. In case of vacancy in any office or chairmanship, the place shall be filled by the executive board ratified by the body at the next regular meeting.

Section 3. Voting shall be limited to officers and members in good standing whose dues have been paid two months prior to election.

#### **Article VII – Nominating Committee**

Section 1. In January, the club shall elect a nominating committee of three members whose duty it shall be to submit names of members to serve as officers. Additional nominations may be made from the floor for officers.

Section 2. No member shall be eligible to serve on the nominating committee two years in succession.

#### **Article VIII – Committees**

The President shall appoint chairmen of any committees which she deems necessary and shall define their duties.

### **Article IX – Duties of Officers**

Section 1. The **President** shall preside at all meetings of the club, shall have general supervision over the affairs of the club; shall appoint all committee chairmen; shall be an ex-officio member of all committees except the nominating committee; and shall perform such other duties as pertain to the office.

Section 2. The **Vice-President at Large** shall fill any vacancy occurring on the executive board until such vacancy is filled by the board.

Section 3. The **First Vice-President** shall preside in the absence of the President and shall perform such duties as necessary in her absence. She shall also serve as Program Chairman.

Section 4. The **Second Vice-President** shall serve as Project Chairman.

Section 5. The **Secretary** shall keep a record of the proceedings of all meetings, shall serve as custodian of all club records and papers.

Section 6. The **Treasurer** shall collect all money due to the club; pay all authorized bills; keep an itemized account of all receipts and disbursements; and render monthly and complete annual statement of the financial condition of the club.

Section 7. The **Historian** shall keep and prepare a scrapbook containing the history of the club, which shall be on display at all meetings.

Section 8. The **Parliamentarian** shall act as advisor to the officers and members of the club in all matters pertaining to parliamentary procedure.

Section 9. The **Third Vice-President** shall be Chairman of Membership and shall be responsible for obtaining new and renewal memberships and maintaining a current roster of all members. The Vice-President of Membership shall also be responsible for providing club information to each new member.

Section 10. The **Fourth Vice-President** shall be Chairman of Publicity and shall be responsible for submitting notices and photographs of monthly meetings and upcoming special events to both Houston and Fort Bend newspapers, schools, and other media for publication.

Section 11. The **Fifth Vice-President** shall be Chairman of Boutique and shall be responsible for purchasing items for resale to club members at monthly meetings and other events such as the

District meeting and the two A&M campus sales, which are the Christmas Sale in December and Parents' Weekend held in April.

Section 12. The **Sixth Vice-President** shall be Chairman of the Scholarship Committee and shall be responsible for carrying out the function of administering the scholarship selection, the award, and the distribution process per the Fort Bend County Texas A&M University Mothers' Club Scholarship Guidelines.

The office requires the holder to have had at least one year experience as a member of the Scholarship Committee at a prior time.

#### **Article X – Executive Board**

The Executive Board shall be composed of the elected officers of the club and any Federation officer from our club.

#### **Article XI – Parliamentary Authority**

The rules contained in Robert's Rules of Order Revised govern this organization in all cases to which they are applicable and in which they are not inconsistent with these bylaws.

#### **Article XII—Amendments**

These by-laws may be amended by two-thirds of those present, at any meeting where 10% of the membership is present provided notice in writing of the proposed amendments be filed with the Secretary and read at a previous meeting.

#### **Article XIII – Delegates to State Convention**

The delegates to the state federation annual meeting shall consist of three representatives; the President and two elected members from our Fort Bend County A&M University Mothers' Club with a membership of one hundred or less, and one extra delegate for each additional fifty members.

#### **Article XIV – Restriction Clause**

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and distributions in furtherance of the purpose set forth in these articles. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in (including the publishing or distribution or statements) any political campaign on

behalf of any candidate for public office. Notwithstanding any other provision of these articles, the organization shall not carry on any other activities not permitted to be carried out on (a) by an organization exempt from Federal income tax under section 501C or Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law) or (b) an organization, contributions to which are deductible under section 170C of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law.)

#### **Article XV – Dissolution**

Upon the dissolution of the organization, the Executive Board shall, after paying or making provision for the payment of all the liabilities of the organization, dispose of all the assets of the organization exclusively for the purpose of the organization in such manner, or to such organization organized and operated exclusively for charitable and educational purposes as shall at the time qualify as an exempt organization or organizations under section 501C of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law), as the Executive Board shall determine. Any such assets not so disposed of shall be disposed by the District Court in the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and exclusively for such purposes.