

Deep East Texas A&M Mothers' Club

By-Laws

ARTICLE I

The name of this organization shall be the DEEP EAST TEXAS A&M MOTHERS' CLUB.

ARTICLE II

The purpose of this organization shall be to promote fellowship among the mothers of present and former A&M students, a positive and loving relationship with our Aggies, and to sponsor scholarships for present and future Aggies.

ARTICLE III

Members

Section 1: An active member shall be the Mother or guardian of a student or former student. They shall have the privilege of holding office, voting, and taking part in all the activities of the club.

Section 2: An associate member is a member who upholds the purpose of this organization and is usually a former active member who desires all of the privileges of this club. They shall have the privilege of holding office, voting, and taking part in all of the activities of the club.

Section 3: Honorary members shall be those to whom the club votes the honor for services rendered to either the Mother's Club or to Texas A&M University. This member may not vote or hold office. This member is nominated by the club officers and approved by the club membership.

Section 4: The yearly dues for membership in this organization shall be \$30 dollars for active members and \$20 for associate members. These dues shall be payable to the Treasurer at the first meeting of the Mother's Club after summer break. Honorary members will pay no dues.

Section 5: Updates, e-mails, newsletters, and any other sharing of information pertaining to the club and its members will be conveyed to paid members of the club only.

ARTICLE IV

Section 1: The officers of this club and their duties shall be as follows:

- President- Shall be responsible for notification and reminders of meetings. Shall be responsible for calling to order and presiding over each meeting and reviewing and upholding the by-laws of this organization. The Nominations Committee will be appointed directly by the President and any other committees deemed necessary by the Executive Board consisting of the officers.
- 1st Vice President (Programs and Scholarships)- Shall be responsible for the programs presented to the club, recruiting speakers to enhance these programs and the publicity required to make these programs well attended. Shall also lead and appoint a scholarship committee in January. In addition, the 1st Vice President shall assume the duties of the President should the president be absent or unable to carry out her duties.
- 2nd Vice President (Student Care)- Shall be responsible for the Student Care Program, initiating, procuring, assembling, and delivering any student care package that is funded by the individual monetary donations from participating club members on the behalf of their student.
- Treasurer- Shall be responsible for any financial functions of the club. Shall prepare a budget, collect dues, and be responsible for operating the account of the club. Shall keep itemized records of all receipts and expenditures in a permanent file. Shall promptly file any necessary tax forms. The Treasurer shall provide at each monthly club meeting a printed, one-page report of the club's balance sheet with income and expenses delineated. All club accounts shall be reconciled by fiscal year-end (May 31st). The club officers shall designate a year-end internal audit committee consisting of three club members. Audit is to be completed by June 15th of each club year-end. The Treasurer's term shall be limited to serving two consecutive years.
- Secretary- Shall be responsible for reporting on the proceedings of the meetings, membership registration and record of attendance.
- Social Chairman- Shall be responsible for procuring paper and/or plastic goods, utensils, and refreshments for each meeting. The refreshments are

usually provided by volunteer individuals as called on by the Social Chairman.

- Boutique Chairman- Shall be responsible for the club's participation in Aggie Moms Boutique during Parents Weekend. Shall be responsible for all planning, purchasing and coordinating of booth materials as well as the organization of volunteers. Shall keep all receipts and detailed monetary accounts to be shared with the officers and club. All financial records and receipts shall be turned into the Treasurer within 30 days of Boutique event.
- Historian- Shall be responsible for the creation and upkeep of the club's scrapbook for the elected year. Photographs of each program presenter, newspaper clippings, and/or noteworthy information on programs held throughout the year will be incorporated for historical reference.
- Publicity Chairman- Shall be responsible for alerting the paper and other public announcement venues, such as the club Facebook page, about meetings, and events. Shall be responsible for ensuring the club website is kept up to date.

Section 2: The officers listed in Section 1 of Article IV shall be elected at the April meeting and shall hold office for one (1) year beginning in June. No more than two consecutive terms in the same office may be served.

Section 3: A scholarship committee shall be appointed in January of each year by the 1st Vice President, consisting of at least three (3) Executive Board Members and at least three (3) volunteers from the general membership of the club. The committee shall review all scholarship applications, score according to the designated scholarship point system, and determine the scholarship recipient(s) for that year, to be awarded at the May meeting of the club.

ARTICLE V

Meetings

Section 1: Regular meetings shall be held on the second Monday of each month with exceptions made as the executive board sees the need. Any changes will be publicized well in advance.

Section 2: The last regular meeting will be held in May during which the new officers will be introduced, and the graduating seniors will be recognized.

Section 3: Special meetings shall be called at the discretion of the President, normally for the Executive Board, which consists of the officers listed in Section 1 of Article IV.

Section 4: One-third (1/3) of the members shall constitute a quorum at any meeting of the organization.

Section 5: Electronic meetings may be held via ZOOM as needed.

ARTICLE VII

Parliamentary Authority

The rules contained in Robert's Rules of Order-Newly Revised shall govern this organization in all cases to which they are applicable and in which they are not in conflict with these By-Laws.

ARTICLE VIII

Amendments to the By-Laws

These By-Laws may be amended at any regular or electronic meeting of the organization by a two-thirds (2/3) vote, provided notice was given at a previous meeting or by written notice prior to the meeting.

ARTICLE IX

Restriction Clause

No part of the net earnings of the organization will inure to the benefit of , or be distributable to its members, trustees, officers or other private persons, except that the organization will be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in these articles. No substantial part of the activities of the organization will be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization will not participate in or intervene in (including the

publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of these articles, the organization will not carry on any activities not permitted to be carried on (a) by an organization exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1954 (or any corresponding provision of any future United States Internal Revenue law or (b) an organization, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

ARTICLE X

Dissolution

Upon dissolution of the organization, the Executive Board will, after paying or making provision for the payment of all of the liabilities of the organization, dispose of all of 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 will at the time qualify as an exempt organization or 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) as the Executive Board will determine. Any such assets not so disposed of will be disposed of 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 will determine, which are organized and operated exclusively for such purposes.