



BYLAWS
of the
Laredo - Texas A&M Mothers' Club

Article I - Name

The name of this organization shall be the Laredo - Texas A&M Mothers' Club, a member club of the Federation of Texas A&M University Mothers' Clubs (the Federation).

Article II – Purpose

Section 1: The purpose of this club shall be:

- To raise funds for scholarships to be awarded to local high school students who will attend Texas A&M College Station, McAllen, and Galveston.
- To make donations to organizations at Texas A&M University at College Station.
- To stimulate interests and promote Texas A&M University.
- To cooperate with the Federation of A&M Mothers' Clubs.
- By individual and united effort to contribute in every way to the comfort and welfare of the students at Texas A&M University, and to cooperate with the University in maintaining a high standard of moral conduct and intellectual attainment.

Section 2: The Laredo A&M Mothers' Club is organized exclusively for charitable and educational purposes, including for such purpose the making of 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 – Members

Section 1: Types of Members

- A. An active member shall be the mother, stepmother, or legal guardian of a current student or former student of Texas A&M University at College Station, McAllen, Galveston, and Qatar, provided the member is considered current on dues and upholds and supports the governing documents of the Member Club and Federation Club. She shall have the privilege of holding office, voting, and taking part in all the activities of the Club. An active member shall be eligible to hold a Federation office.
- B. Inactive members of the Club shall be members that are not actively participating. They must be current with their dues. They are excused from attending meetings and Club activities. They are non-voting members and are unable to hold any officer position.
- C. An associate member shall be an individual who is not a mother, step-mother, or female legal guardian of a student or former student of Texas A&M University, i.e. grandmothers, former students, or friends. An associate member shall uphold and support the governing documents of the Member Club and Federation Club, and shall not have the right to make motions or to vote. An associate member may not serve as an officer for this Club and shall have no voting privileges. An associate member shall not be eligible to serve as a delegate to a Federation business meeting or to hold a Federation office.
- D. Ring of Honor members are active members who no longer have sons or daughters currently enrolled at Texas A&M University. They must meet membership Club dues requirements. Ring of Honor members shall have the right to vote, hold office, and participate in all Club activities.
- E. Honorary members shall be those whom the Club votes to honor for service rendered to the Club or to Texas A&M University. Honorary members shall neither vote, hold office, or pay dues.

Section 2: Dues and Fees

- A. Dues shall be submitted to the Club on or before the determined deadline.
- B. Membership dues for each fiscal year (June 1 through May 31) shall be submitted by each active member.
- C. The Laredo - Texas A&M Mothers' Club will submit dues to the Federation. Each Club member that pays membership dues, is also a member of the Federation.

Section 3: Federation and Member Club Relationship

- A. Member clubs are expected to comply with state and federal laws concerning taxes. The Federation shall not be responsible for a club's failure to do so.
- B. Member clubs shall adopt the same fiscal year as the Federation (June 1 through May 31).
- C. The Federation shall not be responsible for the financial affairs of a member club.
- D. A member club shall not be responsible for any obligation of the Federation.

Article IV – Officers

Section 1: Elected Officers

- A. The elected officers of this Club shall be President, First Vice-President, Second Vice-President, Secretary, Treasurer, Parliamentarian, Historian, and Reporter.
- B. The officers will comprise the Board of Directors.

Section 2: Duties of Officers

The duties of the officers shall be as follows and any other duty that may be assigned as needed. It is the duty of all officers to attend all regular and board meetings of the Club.

President: Shall preside at all Club meetings; shall have general supervision over the affairs of the Club; shall perform other such duties pertaining to the office and in accordance with the Federation guidelines; shall ensure all Federation forms are completed and turned in by all due dates.

Vice-President at Large: Shall serve as advisor to the President; shall temporarily fill any vacancy occurring on the board of directors until such vacancy is filled and voted on by the board of directors and by the membership.

Vice-President (First and Second): Shall preside at meetings in the absence of the President and perform such duties as necessary in her absence; may be assigned specific duties as needed.

Secretary: Shall take and keep minutes of all meetings of the Club and of its board of directors; shall prepare the Club's minutes and give a report at the beginning of each regular meeting; shall maintain a list of members and their attendance; shall handle all correspondence.

Treasurer: Shall be responsible for all monies received, held, and dispersed; shall keep a balance sheet and give a financial report at each meeting. Receipts for any reimbursable expenses incurred during any fiscal year must be received no later than the last day of the fiscal year.

Parliamentarian: Shall advise the Club in regards to any questions pertaining to parliamentary procedure.

Historian: Shall take photographs of the Club's activities and keep records of newspaper articles to be used for annual scrapbooks. The Historian shall be in charge of the camera.

Reporter: Shall maintain contact with local media and obtain news coverage for the Club.

Section 3: By Virtue of Office

- A. The office of Vice-President at Large shall be filled by the immediate past President.

Section 4: Eligibility

- A. Active members in good standing shall be eligible for elected officer positions. The office of President shall be filled by an elected, active member who has previously served as an elected officer.

Section 4: Term of Office and Term Limits

- A. Officers will be elected for a one year term, and may serve two years, or until their successors are elected. Officers shall assume the duties of their office after installation at the May meeting, with the exception of the Treasurer whose term of office ends at the close of the Club's fiscal year.

Section 5: Vacancies

- A. A vacancy in any elected office shall be filled for the unexpired term by a two-thirds vote of the board of directors and the membership.
- B. A temporary vacancy in the Office of the President shall be filled by the Vice President at Large who shall assume the duties of the President for the temporary period.
- C. In the event that the President is unable or unwilling to serve a full term, the First Vice-President shall assume the office and duties of President and shall remain in that position throughout the duration of the term. Should the First Vice-President be unable or unwilling to serve, the succession will go to the next officer listed under Article IV, Section 1, and continue through the list until an officer is willing to serve.

Section 6: Request for Resignation

An officer may be requested to resign from office by the board of directors when the welfare of the Club necessitates it. A two-thirds vote of the remaining members of the board of directors shall be required.

Section 7: Removal from Office

Any officer may be removed from office at any time when there is cause by a two-thirds vote of the remaining members of the board of directors and membership, provided notice has been given to the officer.

Article V - Nominations and Elections

Section 1: Nominations

A nomination for each elected office shall be made from the floor on paper at the March meeting.

Section 2: Elections

Officers shall be elected at the April meeting. Voting shall be done in person. If there is only one nominee for an office, the election shall be by voice vote. If there is more than one nominee for an office, vote shall be by ballot. Installation of officers takes place at the May meeting.

Article VI - Meetings

- Section 1. Regular meetings shall be held monthly from June 1 through May 31, unless otherwise ordered by the Club.
- Section 2. The regular meeting in April shall be for the purpose of electing officers.
- Section 3. Special meetings may be called by the President with a majority vote of the board of directors. Notice shall be sent to the members of the Club at least two days prior to the scheduled date of the meeting.
- Section 4. One-third of the membership shall constitute a quorum at any meeting of the organization.
- Section 5. Voting privileges shall be for officers and active members in good standing. At all Club meetings, voting shall be a majority of the voting members present, except as otherwise provided by these bylaws.

Article VII - Finances

Section 1. Fiscal Year

The fiscal year shall be June 1 through May 31.

Section 2: Financial Records and Annual Reports

The financial records are maintained by the treasurer.

Section 3: Personal Inurement

No part of the net earnings of the Club shall become the benefit of, or be distributable to its members, officers, or other private persons.

Article VIII - Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Club may adopt.

Article IX - Amendment of Bylaws

Section 1: The bylaws may be amended at any Club meeting by a two-thirds vote, provided notice of the amendment indicating its exact content has been sent to the Club's members thirty days prior to the meeting.

- A. An amendment may be proposed by an active member of the Club or the board of directors.
- B. Only amendments approved by the board of directors by a two-thirds vote shall be submitted to the membership.

Article X – Restriction Clause

No part of the net earnings of the organization shall become the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in these articles. No substantial part of the activities of the organization shall be 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 of 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 on: (a) by an organization exempt from federal income tax under Section 501(c)(3) or the Internal Revenue Code of 1954 (or the 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 XI – Dissolution

Upon the dissolution of the organization, the Board of Directors 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 and operated exclusively for charitable and educational purposes as shall 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 shall determine. Any such assets not so disposed of shall 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 shall determine, which are organized and operated exclusively for such purposes.

Standing Rules of the Laredo - Texas A&M Mothers' Club

Scholarships

1. Nondiscriminatory Policy: Scholarships awarded by the Club shall be restricted to students attending Texas A&M - College Station, Texas A&M - Galveston, or Texas A&M - McAllen; however, such scholarships shall not discriminate on the basis of an individual's age, sex, color, creed and religion or national/ethnic origin.
2. Scholarship Selection Criteria for Freshman Scholarships:
The recipient (s) must:
 - A. Be a graduating senior who attends a public or private high school or be home-schooled in Webb County.
 - B. Be a graduating senior that has been accepted to Texas A&M University - College Station, Galveston, or McAllen campus.
 - C. Be attending Texas A&M University - College Station, Galveston, or McAllen campus in the upcoming fall semester.
 - D. Must be enrolled as a full-time student.
 - E. Must submit a completed Club application.
3. Disbursement: The scholarship money will be paid directly to Texas A&M University and the school will disburse the funds to the student account in the fall and the spring semester.
4. The Club shall award the Laredo A&M Mothers' Club Scholarships and the J.J. Sanchez Memorial Scholarship annually.
 - A. The number of scholarship recipients and amount of awarded scholarships are contingent upon funds raised throughout the year.

Meetings

- A. Regular meetings shall be held on the 2nd Wednesday of each month beginning in September and ending in May, or as scheduled by the Club President.
- B. Meetings shall be held at St. Augustine High School cafeteria. If a different location is selected, a notice of at least two days will be given prior to the meeting.
- C. Meetings shall begin promptly at 6:00 p.m.

Membership Dues

- A. Membership can be renewed by paying membership dues beginning on June 1st of each year.
- B. The deadline to renew Club membership and pay membership dues is February 1st of each year.
- C. The membership dues for new members shall be \$20.00 payable at registration. Once membership dues are received by the Club Treasurer, new members will be added to the Club's group chat.
- D. Current members shall pay their annual membership dues of \$20.00 prior to February 1st of each year.

- E. Ring of Honor members shall pay their annual membership dues of \$5.00 prior to February 1st of each year.

Member Group Chat

The purpose of the Club's group chat is to share Club and Federation information, and any pertinent Aggie information. Comments and questions shall be respectful. It is not to be used to distribute any kind of propaganda and not to be used for personal gain.

Ring Assistance Criteria

- A. Ring assistance in the amount of \$300.00 shall be awarded at the Club's Howdy Party to the son or daughter of an active member who is in good standing: paid membership dues, attended monthly Club meetings, and participated in Club activities and fundraisers.
- B. The son or daughter of the active member must be eligible to order their Aggie ring and a receipt of the purchase of the Aggie ring shall be turned in to the Club Treasurer by the Club's deadline.
- C. An active member's ring assistance request shall be reviewed and approved by the Board of Directors.

Ring Crest Criteria

- A. The ring crest shall be awarded at the Club's Howdy Party to the Aggie graduate, son or daughter, of an active member who is in good standing: paid membership dues, attended monthly Club meetings, and participated in Club activities and fundraisers.
- B. The active member shall inform the Club Vice President by the Club's deadline.
- C. An active member's ring crest request shall be reviewed and approved by the Board of Directors.

Donations

A two-thirds membership majority vote shall be required to make any monetary donations.

Flowers

Funeral sprays shall be sent to any of the Board of Directors whose immediate family member has passed away.

Revised: _____ 9/11/19 _____

Revised: _____ 09/11/23 _____

Amended and approved by Club membership vote on 10/9/24.

Updated Revision by Club Parliamentarian (J. Soto) and Club President (G. Luna)
October 2024



Laredo A&M Mothers' Club

Bylaws

