

Region 6 By-Laws

Texas City Management Association

ARTICLE I. ORGANIZATION NAME

Section 1. Name.

This organization shall be known as Region 6, Texas City Management Association.

ARTICLE II. PURPOSE

Section 1. Purpose.

The purpose of this Regional Association shall be to:

- Promote the proficiency of city managers and other public administrators and to aid in the improvement of public administration in Texas.
- Ensure that the ideas of Region 6 are communicated to the Texas City Management Association (TCMA) Board.
- Provide opportunities for professional development and advancement of the local government management profession.

ARTICLE III. ORGANIZATIONAL STRUCTURE (TERMS, OFFICERS, AND DUTIES)

Section 1. Executive Board.

The affairs of this Region shall be conducted by an Executive Board composed of the following officers: President, Vice President, Secretary-Treasurer, Immediate Past President, and Region 6 Texas City Management Association Board Director.

Section 2. Election of Officers.

Officers shall be elected annually at the first calendar year meeting of the association and terms are to begin at the first meeting following the TCMA Annual Conference. To be elected, an officer must receive a plurality vote of the Voting Members present and voting. The name of the new Regional Board Director shall be submitted to the TCMA President and staff within 30 days after the election and no later than January 31st.

Section 3. Terms of Office.

Officers shall serve for one (1) year, except that the Texas City Management Association Regional Board Director shall serve for two (2) years. Regional Board Directors from regions bearing odd-numbered designations shall expire on odd-numbered years, and the terms of Directors from regions bearing even-numbered designations shall expire in even-numbered years.

Section 4. Vacancies.

A. In the event of a vacancy in the office of the TCMA Region Director, the President shall automatically become TCMA Director and shall serve in this capacity until the next election in addition to serving as President.

B. In the event of a vacancy in the office of President, the Vice President shall automatically become President and serve in this capacity until the next election.

C. In the event of a vacancy in the office of Vice President, the President shall immediately appoint someone to fill the vacancy and to serve in this capacity until the next election.

Section 5. Nominations and Elections.

Nominations shall be made by a Nominating Committee composed of not less than three (3) Voting Members appointed by the President. At the time the Nominating Committee presents nominations for each elective office, additional nominations may be made from the floor by a Voting Member of the Association.

Section 6. Qualifications and Duties of Officers.

All members of the Executive Board shall be Voting Members of the Region as defined in Article IV, Section 1A. Any member who does not hold a Voting Membership cannot be elected to serve as an officer of the Region 6, Texas City Management Association.

President

- A. The President will be elected for a one (1) year term.
- B. The duties of the President will include presiding at each meeting, coordinating the activities of the organization and its task forces, serving as chair of the Executive Board, and representing the organization in its various activities.
- C. The outgoing President shall be responsible for conducting the election of the new officers of Region 6.
- D. The President shall have the authority to appoint task forces for such purposes as he/she deems advisable, and may be an ex-officio member of those task forces. Such taskforces shall expire at the end of the President's term.

Vice President

- A. The Vice President shall be qualified and elected in the same manner and for the same term as the president.
- B. The Vice President shall serve as Acting President whenever required by the temporary absence of the President.
- C. The Vice President shall be a member of the Executive Board.
- D. The Vice President will work in conjunction with Region's Assistants' Organization to provide opportunities for professional development within the region.

- E. Other duties assigned by the president.

Secretary-Treasurer

- A. The Secretary-Treasurer shall be qualified and elected in the same manner and for the same term as the President.
- B. The Secretary-Treasurer shall be responsible for maintaining and preparing agendas and distributing mailings as needed.
- C. The Secretary-Treasurer shall be responsible for taking minutes of any regular and/or special meetings. Minutes must include at a minimum dates, and any action taken by the membership.
- D. The Secretary-Treasurer shall submit quarterly and annual financial reports to the membership.
- E. The Secretary-Treasurer shall be a member of the Executive Board.
- F. Other duties assigned by the president.

Immediate Past President

- A. The Immediate Past President shall serve as an advisory role to Region 6.
- B. The Immediate Past President shall serve for a one year term, or until such time he/she is selected to serve as Director of Region 6.
- C. The duties of the Immediate Past President will include advising the current President and other officers and assist the current President with roles and responsibilities.

Region 6, Texas City Management Association Board Director

- A. The Director of Region 6 shall have served as President of Region 6. The term of office for Director is two (2) years, and no Director may serve more than one full two year term. As established by the constitution of the Texas City Manager's Association, the term for the Director of Region 6 must expire on even-numbered years. The name of the new Region 6 director must be submitted to the TCMA President no later than January 31.
- B. The Director shall represent Region 6 at all State TCMA Board Meetings.
- C. The Director shall be a member of the Region 6 Executive Board.

ARTICLE IV. MEMBERSHIPS

Section 1. Membership Classifications.

Membership in the Region shall be classified as either Voting or Non-Voting. All members must be employed or reside in the area corresponding to the boundaries of Region 6.

- A. Voting Member: Members who maintain a concurrent membership in TCMA shall be considered a Voting Member of Region 6. Voting members may make, second, and vote on motions and fully participate in Region 6 chapter activities including the election of the Region 6 President, Vice President and Secretary-Treasurer. Only voting members who

are classified as Full Members in TCMA may hold office or vote for the position of Region Director.

- B. Non-Voting Member: Members who are not members of TCMA shall be considered Non-Voting members of Region 6. Non-Voting members are not eligible to hold office in Region 6 or vote.

Section 2. Resignations.

Any member may resign his/her membership in the Region by written notice to the Secretary-Treasurer of his/her desire to do so, and his/her resignation shall be accepted.

ARTICLE V. MEMBERSHIP DUES

The annual dues for membership shall be established by the Executive Board.

ARTICLE VI. COMMITTEES

The President shall appoint such committees as he/she may deem advisable except that the creation of said committees shall be subject to Board approval.

ARTICLE VII. MEETINGS OF THE REGION

1. Regular meetings are to occur quarterly, with the first meeting occurring in the month following the TCMA Annual Conference. The President and/or Executive Board shall determine the time and place for the regular and special meetings of Region 6.

2. The Revised Edition of Robert's Rules of Order shall govern meetings.

ARTICLE VIII. TRAINING

Region 6 will offer annual ethics training, and proactively seek additional training opportunities for its membership.

ARTICLE IX AMENDMENTS TO THE BY LAWS

The By Laws of the Region 6, Texas City Management Association may be amended or repealed by a 2/3 vote of the Voting Members of the Region present at any meeting; or, can be initiated by the Region 6 Executive Board, or five (5) Voting Members of this Region may by petition to the Secretary-Treasurer initiate a desired change, which change shall become effective upon ratification by 2/3 vote of the Voting Members voting on the same letter ballot, such ballot to be canvassed by at least two members of the Executive Board within at least 60 days after the same has been submitted to them by the Secretary-Treasurer.

ARTICLE X. ADOPTION

These By Laws shall be in full force and effect from and after its approval by a majority of the Voting Members of the Region.