

BYLAWS

OF

MEXICAN AMERICAN HALL OF FAME

ARTICLE I

The purpose for which this non-profit organization is formed is to recognize San Joaquin County individuals who have made significant contributions to the cause of Hispanic Americans.

The members of the Mexican American Hall of Fame are all individuals inducted into the Hall of Fame, and shall be the only ones eligible to vote.

ARTICLE II

Section 1: This organization shall be known as the "Mexican American Hall of Fame."

Section 2: The management and administration of the affairs of the organization shall be vested in the officers.

Section 3: Regular meetings of the officers shall be held at an hour and place and frequency to be selected by the officers., but in no event shall there be less than two regular meetings per year.

Section 4: Special meetings of the officers for any purpose may be called at any time by the President, or if the president is absent or unable act, a meeting may be called by any three (3) officers.

Section 5: A quorum shall consist of no more less than three officers in attendance.

Section 6: All disbursements from the organization accounts shall have two officer signatures, one of which must be the President Treasurer.

Section 7: The officers shall at the first meeting of each fiscal year, adopt a budget for the control of all activities of the organization involving the expenditures of money, including the fixed operating expenses.

ARTICLE III

Section 1: Elective offices shall be President, Vice-President, Treasurer and Secretary Recording Secretary, Corresponding Secretary, and Treasurer. All officers must be members inducted into the Mexican American Hall of Fame.

Section 2: The President shall at all times preside at all meetings. In the absence of the President, the Vice-President shall preside. If neither the President or nor vice-president are in attendance at any meeting called, the officers present shall select the presiding officer for that meeting.

Section 3: It shall be the duty of the officers to conduct all business of the organization. Only the elected officers are authorized to enter into and execute contracts and agreements, and to authorize the expenditure of the organization's funds.

Section 3 4: The President shall appoint the Chairperson of all committees., who should be, but need not be limited to inducted members of the organization.

Section 4 5: Duties of the President. The President shall be the chief executive officer of the organization and shall, preside at all meetings. The President shall be ex officio member of all the standing committees and shall have the general powers and duties and management usually vested in the office of the President of an organization.

Section 5 6: Duties of the Vice-President. In the absence of the President, the Vice-President shall perform all the duties of the President. The Vice-President shall act as an aide to the President.

Section 6 7: Duties of the Recording Secretary. The Secretary shall keep an accurate record of all organization meetings, shall take roll call, and record presence and absence of members, conduct all necessary correspondence, and notify members of meetings, time, and place.

Section 8: Duties of the Correspondence Secretary. The Correspondence Secretary shall be to conduct all necessary correspondence, and maintain an accurate record of all correspondence.

Section 7 9: Duties of the Treasurer. The Treasurer shall keep and maintain or cause to be kept and maintained adequate and correct accounts of the properties and business transactions of the organization, including accounts of its assets, liabilities, receipts, disbursements, gains, and losses. The account shall at all times be open to inspection.

Section 10: All officers shall serve a term of one year, to begin the first calendar month of each year.

Section 11: The election of officers shall take place no later than the last calendar month of each year, at a duly notice meeting of the membership.

Section 12: In the event of an officer vacancy during the term of office, the remaining officers shall vote to appoint a replacement to fulfill the remainder of the term.

ARTICLE IV COMMITTEES

Section 1: The President shall have the authority to appoint all standing committee chairs and such other committee chairs or persons deemed necessary or desirable for the transaction of the business of the organization. The committee chairs should be, but need not be inducted members of the organization.

Section 2: All committee chairs shall name their committee members. Committee members need not be inducted members of the organization.

Section 3: Standing or special committee meetings shall be held at the call of the committee chair.

Section 4: Standing Committees of the organization shall be:

(a) A Hall of Fame induction and celebration committee.

(b) A Finance committee whose duty shall be to recommend a program for financing the cost of the induction ceremony., and any other activities deemed necessary to fulfill the purposes of the organization.

(c) An audit committee whose duty will be to conduct an annual audit review of all financial records.

ARTICLE V PARLIAMENTARY PROCEDURE

Section 1: All meetings shall be conducted in accordance with Robert's Rules of Order as amended.

ARTICLE VI BYLAWS

Section 1: These Bylaws shall be adopted by a majority of the members of the organization. These bylaws may be amended, repealed, or altered in whole or part by a majority vote of the organization., at a duly noticed meeting of the membership.

Section 2: For the purposes of these bylaws, a duly noticed meeting of the membership, is a written notice, sent by U.S. Mail to each of the members, stating the date, time and place of the meeting, and setting forth the purpose of the meeting. In no event shall the notice of meeting be sent less than 15 days, prior to the meeting date, nor more than 30 days of the meeting date.

10-16-00
(Retyped for copying: 02/15/06)

Modified for discussion purposes: 02/17/06
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