

# MONTGOMERY COUNTY EAGLE FORUM

## BYLAWS

10-1-08

### Article I - Name, Address and Bank Authorization

**Section 1. Name:** Montgomery County Eagle Forum (also referred to as "Organization" in this document.)

**Section 2. Address:** The address shall be P.O. Box 9671, Spring, TX 77381 with access by the Chairman and the Administrator. This address applies to all Organization correspondence, bank statements and printed checks.

**Section 3. Bank Authorization:** Authorized signatures for the bank account shall be the Chairman and the Administrator. All checks of \$1,000 or less shall require one authorized signature. Any amount over \$1,000 shall require signatures of both the Chairman and the Administrator.

### Article II - Objectives

#### The Objectives Of This Organization Shall Be To:

- Promote an informed electorate through political education;
- Increase the effectiveness of citizens in the cause of good government through active political participation;
- Promote Biblical principles and values in all elections;
- Facilitate cooperation among churches and other pro-life, pro-family organizations and other conservative causes as determined by the Executive Board.

### Article III - Policy

**Section 1. Candidate Endorsement.** Montgomery County Eagle Forum shall not endorse any candidate for public office. However, Officers and Members may publicly endorse any candidate in any election.

**Section 2. Working for a Candidate.** Individual Officers and Members of this Organization may work for any candidate of their choice, but may not do so in the name of the Organization.

## **Article IV – Membership**

**Section 1. Eligibility.** Any person believing the objectives of Montgomery County Eagle Forum shall be eligible for membership.

**Section 2. Active Member.** An Active Member is a registered voter who meets the eligibility requirements of this organization and pays the annual dues.

**Section 3. Student Member.** A Student Member is a student under the age of 18 who meets the eligibility requirements of this Organization and pays the annual Student Membership dues.

**Section 4. Honorary Member.** An Honorary Member is a person who the organization wishes to recognize for their work and support of the Montgomery County Eagle Forum. An Honorary Member is not required to pay the annual dues.

**Section 5. Membership Fee.** The fee for Active Membership in Montgomery County Eagle Forum shall be \$15 per person per year. The fee for a Student Member shall be \$5 per person per year.

**Section 6. Fiscal Year.** The fiscal year of this Organization shall be from January 1 through December 31.

## **Article V – Executive Board**

The Executive Board shall consist of the officers of the Organization. All decisions of the Executive Board must be ratified by a simple majority vote.

## **Article VI – Officers**

**Section 1. Officers.** The Officers of this Organization shall be Chairman, Administrator, Secretary, Church Coordinator and Chaplain. Only Active Members of Montgomery County Eagle Forum are eligible to be Officers.

### **Section 2. Duties of Officers:**

*The Chairman* shall preside at all General and Executive Board Meetings of the Organization, appoint chairmen to all committees with approval of the Executive Board, and supervise the work of the Organization.

*The Administrator* shall perform the duties of the Chairman whenever the Chairman is absent or otherwise unable to serve. The Administrator shall manage the programs when the Organization provides special events, deposit incoming funds into the Organization's bank account, and perform other duties as the Chairman may designate.

*The Secretary* shall keep records of the proceedings of all meetings of the Organization. The minutes shall be typed and emailed to each member of the Executive Board within 2 weeks of each meeting.

*The Church Coordinator* shall keep records of churches and organizations receiving educational information and contact information regarding Church Liaisons.

*The Chaplain* shall lead or appoint someone to open meetings in prayer and recite the pledge of allegiance to the U.S. and Texas flags. He shall also serve as caretaker of the flags.

**Section 3. Term of Office:** The term of office for Officers shall be one year, beginning January 1 and concluding December 31 of each year.

## **Article VII – Meetings**

**Section 1. Regular Meetings.** The regular meetings of the Organization shall be held as ordered by the Executive Board. There shall be no less than one meeting per quarter. All meetings shall be conducted in accordance with Roberts Rules of Order as Amended.

**Section 2. Special Meetings.** Special meetings shall be held at the discretion of the Chairman or by request of a majority of the Executive Board. A minimum notice of 72 hours shall be required.

**Section 3. Regular Meetings - Executive Board:** Regular meetings of the Executive Board shall be held at such time and place as may be determined by the Board.

**Section 4. Special Meetings - Executive Board:** Special meetings of the Executive Board may be called by the Chairman or by a request of a majority of the members of the Board.

## **Article XIII - Amendments**

These By-Laws may be amended by a 2/3 majority vote of the Executive Board at any Executive Board meeting.

Current Revision & Adoption: September 29, 2008  
Effective: Immediately