

BYLAWS of THE TEXAS STATE BUTTON SOCIETY

Revised May 2, 1998

Amended October 18, 2003

Amended June 30, 2004

Revised March 25, 2018

ARTICLE I Name

The name of this organization shall be the Texas State Button Society.

ARTICLE II Objectives

The objectives of the Texas State Button Society are to encourage and promote the interest in collecting buttons for educational and historical purposes, for personal enjoyment and to preserve for future generations all that is beautiful and historical in buttons.

ARTICLE III Membership

Section 1. Membership in this organization shall be open to all individuals who are interested in the hobby of button collecting. Membership shall not be denied due to race, gender or creed.

Section 2. The members of the Society shall be all those individuals and local button clubs in good standing.

Section 3. Except as may be otherwise provided by the Bylaws, the number, qualifications, rights, privileges, dues, fees, responsibilities, terms of membership, and provisions governing the withdrawal, suspension, and expulsion of members shall be determined by the Board of Directors.

In addition to whatever requirements set forth above by the Board of Directors for a member to be in good standing, a minimum requirement is that the member must be current in the payment of dues.

Except as may be otherwise provided by the Bylaws, any right of members to vote and any right, title, and interest of any member shall cease and divest on termination of the individual's or organization's membership.

Section 4. There shall be three classes of membership: Adult, Junior, and Associate. Members granted Life membership before May 24, 1997 shall not lose that status. State of Texas local clubs, as Associate members, shall not be required to pay annual dues. Junior members shall be six through seventeen years of age.

Section 5. State of Texas local clubs shall become Associate members upon request and acceptance by the Board of Directors. State of Texas local clubs that were Associate members before May 24, 1997 shall not lose that status unless requested to be dropped from membership due to the dissolution of the club. A state of Texas local club must have a minimum of three individual members of the State Society to be accepted as an Associate Member.

Section 6. The amount of the annual dues for members shall be set by the Board of Directors. Notice of any increase in dues shall be published at least one year prior to the time of the increase will take effect.

Section 7. The membership year is from January 1 to December 31, and failure to pay dues by January 1 of the dues year may result in the forfeiture of membership.

Section 8. Any member refusing to conform to the Bylaws of the Society may, by a two-thirds vote of the members of the Board, be expelled. Such a member must have thirty (30) days written notice from the Secretary of the charges preferred, and the date, hour, and the place of said meeting. Should the member fail to appear at the place of the meeting at which he or she is to be heard, without satisfactory reason, when requested, he or she may be expelled.

ARTICLE IV Board of Directors

Section 1. The property, affairs, and business of the Society shall be managed by the Board of Directors, hereinafter referred to as the “Board,” consisting of the elected officers, delegates, and appointed members. All elected officers, delegates, and appointed members must be in good standing with the Society.

For the orderly conduct of the affairs of the society, the Board may establish policies and job descriptions not spelled out in the Bylaws, subject to adoption at a regular or special meeting of the Board.

Section 2. The elected officers of the Society shall be:

1. President,
2. Vice-President,
3. Secretary, and
4. Treasurer.

The elected officers shall be elected for two-year terms, to serve until their successors are elected and qualified. Except for the Treasurer, an elected officer may serve no more than two consecutive terms in the same office. Elected officers have the privilege of voting.

Vacancies in an elective office shall be filled by appointment by the President for the remainder of the term.

Section 3. The delegates of the Society shall be representatives from the organized local button clubs within the State of Texas which have been granted Associate membership.

Each local club is to have one delegate chosen by the individual local club. This delegate has the privilege of voting.

Section 4. An elected officer or delegate shall not be excluded from serving in an appointed position.

Section 5. The appointed members of the Society are appointed by the President with the approval of the Board.

ARTICLE V Election of Officers

Section 1. Any member of this organization may be nominated to serve the organization as an officer, provided, however, that such member has been an active member of the organization for a period of at least one (1) year prior to nomination.

Section 2. The President, with the approval of the Board, shall appoint a Nominating Committee of three members. The committee shall consist of at least two members new to the committee plus the chair of the last previous nominating committee, with his or her concurrence. The chair of the previous committee shall not be the chair of the new committee.

The election of officers shall be held at a Membership meeting every two years. Following the presentation of the report of the Nominating Committee, nominations from the floor will be accepted provided the person nominated is either present and accepts the nomination in person, or has given prior written assurance to the nominator or an officer or delegate of the Society that, if elected, the nominee is willing and able to serve in the office for which he or she has been nominated.

Section 3. Election of officers shall be by a plurality of the valid ballots/votes cast. Written ballots may be required for an office only if more than one person has been nominated for the office.

Newly elected officers shall assume office immediately upon the adjournment of the meeting at which they are elected.

ARTICLE VI Appointments

Section 1. The President shall make the following appointments:

1. Editor of the Newsletter/Bulletin
2. Membership Chair
3. Parliamentarian

Section 2. The President may make the following additional appointments:

1. Auditor
2. Show Coordinator
3. Awards Chair
4. Judges Chair
5. Webmaster
6. Historian
7. Chair of the Marketing, Promotion and Publicity Committee
8. Facebook Coordinator

Section 3. Other additional appointed positions may, from time to time, become necessary for the proper conduct of the work of the Society. They shall be filled by appointment by the President, with the advice and consent of the Board, upon such terms, and for such length of service, as approved by the Board. Any one-time positions, such as an Auditor or Chair of the Nominating Committee, are not Board members and do not have the privilege of voting if acting only in that appointed position.

ARTICLE VII Duties of Officers and Appointed Members

Section 1. The President shall preside at all meetings, appoint the chairpersons of standing committees, and fulfill the office in accordance with Robert's Rules of Order Newly Revised, current edition.

Section 2. The Vice-President shall preside at meetings in the absence of the President or upon request of the President.

Section 3. The Secretary shall keep a complete record of all proceedings of the society to be read/available at the next annual meeting and all proceedings of the meetings of the Board; shall furnish copies to the Editor of the Newsletter and the Webmaster; shall conduct the correspondence of the TSBS as requested; and shall receive proposed amendments and the Nominating Committee report and distribute same for review and publication prior to voting deadline. The Secretary shall send required notices of meetings to members and other interested people and perform such other duties usually associated with the office of Secretary

Section 4. The Treasurer shall receive and have custody of all moneys, etc., pay all ordinary and necessary expenses, pay any other bills so ordered by the President after approval by the Board, keep an itemized account of all income, receipts and disbursements, present a written report at each Board and membership meeting, and submit an annual financial report to the Editor for publication in the Newsletter. At the expiration of his or her term, following an audit or review by an appointed auditor, the outgoing Treasurer shall turn over to the successor all funds and records on hand.

Section 5. The Editor of the Newsletter/Bulletin shall be responsible for the publication and distribution of the Texas State Button Newsletter/Bulletin at least two (2) times each year and shall be appointed for a term of not less than two (2) years.

The Editor shall report for the approval of the Board estimated and actual costs of the Newsletter. The Editor shall be reimbursed by the Treasurer for expenses upon the submission of receipts.

Section 6. The Membership Chair shall have the responsibility of collecting the annual dues of the members and, at least monthly, forwarding these funds to the Treasurer with a statement of the source, and maintaining a list of members in good standing with contact information. The list will be forwarded as needed to the Editor of the Newsletter and the Secretary.

Section 7. The duty of the Parliamentarian is to advise on parliamentary procedure.

Section 8. An Auditor/Financial Reviewer will be appointed at the end of the Treasurer's term to examine the society's financial records, checking all items, bank balances, receipts and expenditures according to recognized accounting practices, to prepare a written report, and to forward it to the Board NLT 30 days after the end of the Treasurer's term of office.

Section 9. The duty of the Show Coordinator, if appointed, is to be the central point of contact for questions and resources concerning the TSBS shows and workshops. The Coordinator will assist by maintaining show checklists/job descriptions to insure clubs understand assigned tasks involved in producing a successful show.

Section 10. The duty of the Awards Chair is to receive, edit, list the awards in order by classification and division, and forward to the Editor of the Newsletter by the required deadline. The Chair will receive and verify all funds for the awards and send these funds to the TSBS Treasurer.

Section 11. The duty of the Judges Chair is to organize and supervise the check-in, check-out, judging and displaying of each award tray entered in to competition at the convention. The Chair will prepare the criteria, judging sheets, tray slips and forms; find and assign judges and clerks; and review decisions, if necessary.

Section 12. The duties of the Webmaster include creating and maintaining a website for the Society and insuring that posted information is current and applicable to the Society.

Section 13. The duties of the Historian, if appointed, are to collect and preserve all data pertaining to the formation and actions of the Texas State Button Society.

Section 14. The Marketing, Promotion and Publicity Committee will work with local clubs to increase their membership and advertise their events. They also will work to increase awareness of button collecting as a hobby and encourage collectors to join a local club and TSBS.

Section 15. The Facebook Coordinator will oversee the posts and links on the TSBS Facebook page.

ARTICLE VIII Conventions

Section 1. The Society shall hold no more than one convention/show per calendar year, and it shall be in the spring. An additional fall workshop meeting may be held in the fall. The Board shall have the responsibility of determining if a convention and/or workshop shall be held in any calendar year.

Section 2. Insofar as feasible, the conventions and workshops of the Society shall be hosted in rotation by the local clubs capable of hosting a convention.

Section 3. The actual dates of conventions and workshops shall be established by the host club at, or prior to, the preceding year's general membership meeting, when it shall be announced.

ARTICLE IX Meetings

Section 1. An annual meeting of TSBS members shall be held at a time and place determined by the Board of Directors and as designated in a notice of said meeting. Each member in good standing, except Junior and Associate, can vote in all proceedings. A quorum at a membership meeting shall consist of fifteen (15) members in good standing.

Section 2. Meetings of the Board of Directors shall be held at least at the time of the annual convention as stated by written notice. Additional meetings may be held at such times and places or by teleconference or email upon the call of the president or by three (3) members of the Board. The President shall inform the Secretary of the results of any special meetings, and the results will be filed as minutes. At all regular or special meetings of the Board, a quorum shall consist of not less than a majority of the Board.

Members of the TSBS may attend Board meetings but are not entitled to vote or to speak at such meetings unless a member of the Board requests the floor for them, and the request is approved by the president.

Section 3. Notice of all meetings of the Board shall be given by the Secretary by mail or email at least two weeks in advance to each member of the Board or by being published in the Bulletin prior to the meeting date and place and/or posted on the TSBS website.

ARTICLE X Parliamentary Authority

The current edition of Robert's Rules of Order Newly Revised shall govern the proceedings of the Society in all cases not provided for in these Bylaws.

ARTICLE XI **Amendments**

Section 1. Any proposed amendment(s) and/or a revision to these Bylaws by a member in good standing must be submitted to and reviewed by the Board of Directors.

Section 2. If the Board supports the amendment(s) or revision, a notice of the proposal will be announced to members before the next membership meeting by one or more of the following means:

- (a) The proposed amendment(s) will be published in the Texas State Button Newsletter at least thirty (30) days prior to the meeting or
- (b) Copies of the proposed amendment(s) will be mailed or emailed to each member at least thirty (30) days prior to this meeting or
- (c) The proposed amendment will be posted on the TSBS website at least thirty (30) days prior to this meeting.

Section 3. The proposed amendment(s) or revision to the Bylaws will be presented at a regular membership meeting of the Society at which no less than fifteen (15) Individual members in good standing are present.

Section 4. If the amendment(s) or revision is approved by the members, it will be incorporated into the proper Article and Section and noted on the first page of the Bylaws, listing the date of approval.

Section 5. If the Board does not support the amendment(s) or revision, the reasons for denial will be listed in the Board minutes.