

SAN ANTONIO AREA PROGRESSIVE ACTION COALITION (SAAPAC) BYLAWS

ARTICLE I: Name

The name of this organization shall be the San Antonio Area Progressive Action Coalition.

ARTICLE II: Purpose

The purpose of SAAPAC is to actively promote progressive causes and political candidates locally, statewide and nationally, and to establish and maintain a location where community education and engagement in progressive activities take place.

ARTICLE III: Members

Section 1. Individuals 18 years of age and older shall be eligible for membership. Membership shall be established 28 days subsequent to the payment of the annual dues.

Section 2. Charter Membership classification expires April 30, 2007

Section 3. Membership classification is Regular Member or Sustaining Member

A. A Regular Member has paid the annual dues as established by the Executive Board.

B. A Sustaining Member is a regular member who has paid the annual dues, pledged an additional annual amount and paid the additional amount in part or in full. The minimum annual pledge amount necessary to become a Sustaining Member shall be established by the Executive Board. The annual pledge amount shall be payable in advance as a lump sum or in 12 monthly or four quarterly payments. Non-scheduled payments may be applied to a sustaining membership.

C. Regular Members are in good standing when they are current on their annual dues.

D. Sustaining Members are in good standing when they are current on their annual dues and have paid their qualified sustaining membership amount in part or in full.

Section 4. Only Members in good standing have voting privileges.

Section 5. Members in good standing are eligible to serve as Officers or in an At-Large capacity on the Executive Board.

Section 6. Treasurer will notify members in advance of the dues renewal date.

ARTICLE IV: Officers

Section 1. The Executive Board Officer positions shall consist of a Chair, a Vice Chair, a Secretary and a Treasurer. These officers shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by this Organization.

A. Duties of the Chair shall be to coordinate and preside over meetings and programs of the organization, to represent the organization at functions, to appoint committee chairs, to serve as an ex-officio member of those committees.

B. Duties of the Vice Chair shall be to assist the Chair in all matters concerning this organization. The Vice Chair shall also serve as Chair Pro Tem in the absence of the Chair. The Chair Pro Tem shall have all the rights, privileges and duties of the Chair.

C. Duties of the Secretary shall be to record and maintain minutes of the Annual Meeting, Executive Board Meetings, Special Call Meetings and to prepare notices and correspondence as necessary.

D. Duties of the Treasurer shall be to receive and deposit all money paid to this organization, to maintain a current list of Regular and Sustaining members with an indication of their status (including responsibility for notice to renew membership) and provide reports.

ARTICLE V: Meetings

Section 1. There shall be four types of meetings: Annual Meetings, Monthly Program, Executive Board Meetings and Special Call Meetings.

A. An Annual Meeting shall be held the first Saturday in March for the purpose of electing Executive Board Members, receiving reports of officers, and committees, amending the Bylaws and any other business on the agenda. The Annual Meeting shall be open to all Regular and Sustaining Members, as well as guests. Only Regular and Sustaining Members in good standing shall be eligible to vote during the Annual Meeting.

B. A Monthly Program, unless otherwise specified by the Executive Board, shall be held the first Saturday of each month and shall be open to all members and guests. Monthly Programs shall consist of reports on Executive Board actions, general program material as determined by the Executive Board and requests for Executive Board action.

C. The Executive Board Meeting shall be held the Tuesday immediately preceding the Monthly Program or on another day that week as agreed to by the Executive Board and shall be open to all Executive Board Members in good standing, observers who are members in good standing and invited guests. Once a quorum is established all business of this organization shall be considered and decided by a vote of Executive Board Members present and voting.

D. A Special Call Meeting is a special meeting called by the Chair or Chair Pro Tem, pursuant to written request of at least three Executive Board Members or pursuant to the written request of at least 18 Regular or Sustaining Members. The Secretary shall send written notice either by e-mail or by regular U. S. Mail, to the Members at least 7 days in advance of the Special Call Meeting. The notice shall include all necessary information including its purpose. Only the business specifically mentioned in the written call of the Special Meeting shall be transacted at such a meeting.

E. Proxy voting shall not be allowed at any meeting.

Section 2. An Annual or Executive Board Meeting shall be determined to exist if a quorum of its members in good standing, including the Chair or Chair Pro Tem, are present.

Section 3. A quorum for the Annual Meeting shall consist of 9 or more members in good standing.

Section 4. A quorum for an Executive Board Meeting shall consist of 4 or more Executive Board Members in good standing.

ARTICLE VI: The Executive Board

Section 1. The Executive Board shall consist of nine members, and shall include its four Officers and five other members designated as At-Large Members. All Executive Board Members shall be elected from among the organization's members in good standing during the Annual Meeting.

Section 2. The Executive Board shall fix the hour and place of meetings, conduct business and perform such other duties as are specified in these Bylaws.

Section 3. The Executive Board Officers and At-Large Members terms of office shall be two years each. The Chair, Treasurer, and At-large Members Place 1, 3 and 5 shall be elected in the odd numbered years and the Vice Chair, Secretary and At-large members Place 2 and 4 shall be elected in even numbered years.

Section 4. Executive Board Members may not be elected to more than two consecutive terms to the same office and no member shall hold more than one office at a time. The Executive Board Members shall serve until their successors are elected and their term of office shall begin at the close of the Annual Meeting at which they are elected.

Section 5. The Executive Board shall fill Officer and Executive Board vacancies by appointment. The appointee shall serve the remainder of the term of the appointed office. The appointee shall be chosen from among the current Executive Board members already serving or from among SAAPAC members in good standing. An Executive Board vacancy shall exist if the Executive Board member does not attend two consecutive Executive Board meetings unless excused by the Executive Board or the member's status is considered not in good standing for at least 60 consecutive days.

Section 6. In the case of more than two nominees for a single position, additional balloting may be required until a candidate receives a majority of the votes cast for that single position.

ARTICLE VII: Committees

Section 1. A Finance Committee shall include the Treasurer and others who shall be appointed from the Members in good standing, promptly following each Annual Meeting. It shall be the duty of this committee to prepare a budget for the fiscal year and to submit the budget to the Executive Board at its monthly meeting in April. The Finance Committee may from time to time submit amendments to the budget for the current fiscal year, which may be adopted by the Executive Board. The SAAPAC fiscal year runs concurrent with the calendar year.

Section 2. A Program Committee shall be appointed from the Members in good standing, promptly following each Annual Meeting. It shall be the duty of the Program Committee to plan the monthly programs of this Organization. The Committee's report shall be submitted to the Executive Board on a monthly basis for its approval.

Section 3. An Audit Committee of three members shall be appointed in January from the Members in good standing, and shall not include the Treasurer. It shall be the duty of the Audit Committee to audit the Treasurer's accounts at the close of January. The Audit Committee shall report at the Executive Board meeting that immediately precedes the Annual Meeting. The Audit Committee shall also report at the Annual Meeting.

Section 4. Except for the initial election of permanent Executive Board members, a Nominating Committee of three members shall be elected from the Members in good standing, by the Executive Board in January. It shall be the duty of the Nominating Committee to nominate Members for the offices to be filled at the Annual Meeting in March. The Nominating Committee shall report at the Executive Board Meeting that precedes the regular February program. Before the election at the Annual Meeting in March, additional nominations from the floor shall be permitted.

Section 5. The Chair shall establish such other committees, standing or special, as necessary from time to time to carry on the purpose of this Organization. The Chair, or Chair Pro Tem, shall be the ex officio member of all committees, except the Nominating Committee.

Section 6. Committees shall make periodic written and/or oral reports as determined by the Executive Board.

ARTICLE VIII: Parliamentary Authority

The business conducted during the Annual Meeting and the Executive Board meetings shall be conducted pursuant to Robert's Rules of Order Revised.

ARTICLE IX: Amendment of Bylaws

Amendment to these Bylaws shall be considered during the Annual Meeting and ratified by a number representing 2/3 of the members present and voting during such Annual Meeting. Amendment proposals shall be submitted in writing to the Executive Board, then published and distributed either electronically or by U. S. Mail to Members at least 15 days prior to the Annual Meeting. Motions to amend the bylaws shall be affirmative. Conflicting by-laws shall be resolved by the by-laws committee subject to the approval of the Executive Board within 60 days of the annual meeting.

ARTICLE X: Standing Rules

The Executive Board may adopt standing rules for this Organization to the extent that such rules are not in conflict with these Bylaws.