

5/1/11

BYLAWS OF THE
WALKER COUNTY HISTORICAL COMMISSION

ARTICLE I -- NAME

The name of this organization shall be the Walker County Historical Commission.

ARTICLE II --PURPOSES

The purposes of the Walker County Historical Commission (WCHC) shall be:

To discover and, when appropriate, to circulate information pertinent to the historical identity of Walker County, Texas, as by the placing of historical markers.

To cooperate with other persons, groups, organizations, and agencies in preserving the history and heritage of Texas.

To follow those purposes set forth in Vernon's Annotated Texas Civil Statutes, Article 6145.1.

ARTICLE III -- MEMBERSHIP

Section 1. Eligibility. Any person shall be eligible for new membership in the WCHC upon submission of a letter of application. The applicant, however, shall attend two consecutive regular meetings before any such letter shall be considered.

Section 2. Appointment. Letters of application shall be considered by a Review Board of three active WCHC members, appointed by the Chairman. If an application is not approved and that individual feels his application should be reconsidered, then the appeal would go to the Executive Committee. No applicant is to be present during the consideration of his application. Applicants selected through this procedure shall be recommended to the Walker County Commissioners Court for approval and appointment.

Section 3. Term. Members shall be appointed for two-year terms beginning on January 1 of odd-numbered years. In-term appointees shall serve only until the next regular appointment date. For all members in good standing, reappointment shall be automatically recommended to the Commissioners Court. Those not reappointed may submit a new letter of application which shall be considered as an applicant for new membership.

Section 4. Classes of Membership. The WCHC shall have two classes of membership:

(a) Active - Members in this class shall be subject to all regulations specified in these Bylaws.

(b) Emeritus - Members in this class shall be those whose value to the WCHC is deemed so great as to supersede such restrictions. Emeritus status is bestowed only with the approval of the Review Board and the unanimous vote at any meeting at which a quorum is present.

Section 5. Dues. Membership in the WCHC shall be subject to such voluntary dues as shall be deemed appropriate by a two-thirds vote of the members present at the Annual Meeting, or at another meeting designated by the Chairman.

Section 6. Termination of Membership.

- (a) Members failing to attend seven of the regularly scheduled meetings in one year shall lose their good standing in the WCHC. *Three meetings and participation and for events - committees - events -*
- (b) Any violations of these Bylaws shall make members subject to automatic termination.
- (c) Resignation from the WCHC may be accepted after a letter of resignation has been read into the official minutes by the Chairman, Secretary, or the resigning member and the letter forwarded to the Walker County Commissioners Court. *+ # of meetings*
- (d) No individual member shall take it upon himself to express in any public way that which he believes to be the collective opinion of the WCHC concerning a public issue, without prior approval of the membership of the WCHC. Such action shall be considered as grounds for termination of membership.

ARTICLE IV -- OFFICERS

Section 1. Enumeration. The regular officers of the WCHC shall be Chairman, Vice-Chairman, Secretary, Treasurer and Reporter to be selected from the active membership, and the Parliamentarian who is appointed by the Chairman.

Section 2. Election and Term. The officers shall be elected for two year terms at the Annual Meeting by a majority vote of the membership present, with the exception of the Parliamentarian who shall be appointed by the Chairman.

Section 3. Confirmation of Chairman. The elected Chairman shall be confirmed by the Walker County Commissioners Court.

ARTICLE V DUTIES OF OFFICERS

Section 1. Chairman. The Chairman shall be the executive officer of the WCHC; shall preside at all meetings; shall have the power to appoint committees and their chairmen; and shall report annually to the Walker County Commissioners Court on the activities, progress, and needs of the WCHC. He shall have the usual powers of supervision and management which pertain to the office; shall be ex-officio member of all WCHC committees except the Nominating Committee; and shall perform such other duties as may be designated by the WCHC membership.

In the case of the election of Co-Chairmen by the membership no Vice-Chairman shall be elected.

Section 2. Vice-Chairman. This officer's duties shall be to assist the Chairman in all executive functions and to perform in place of the Chairman when necessary.

Should Co-Chairmen be elected by the membership and confirmed by the Commissioners Court and, for any reason, one becomes inactive, the remaining Chairman is empowered

to appoint a Vice-Chairman, subject to approval of a majority of the members present at a regular meeting.

Section 3. Secretary. The secretary shall record the minutes of all meetings of the WCHC, arrange for the meetings, attend to all correspondence, co-sign with the Chairman any contracts or instruments designated by the WCHC, and perform such other duties normally pertaining to the office.

Section 4. Treasurer. The Treasurer shall receive any monies given to or earned by the WCHC, act as custodian for these monies and deposit them in the WCHC bank or savings account, present accurate accounting of the funds at every regular meeting and at the Annual Meeting, disburse funds upon approval of the WCHC, and perform such other duties as normally pertain to the office.

All check drafted on the WCHC account must be signed by the Treasurer and one other officer, excluding the Reporter and the Parliamentarian.

Section 5. Reporter. The Reporter shall furnish an account of meetings, regular and special, to all newspapers in the county and to the local radio stations and shall be responsible for printed notices of regular meetings at least one week prior to said meetings. He shall be responsible for all publicity relating to the activities of the WCHC.

ARTICLE VI -- NOMINATIONS AND ELECTION PROCEDURES

Section 1. Nominations and Election Procedures. Nominations for officers of the WCHC shall be made by a committee of three active members elected by the membership.

Section 2. The Nominating Committee shall report to the general membership at the regular meeting prior to the Annual Meeting of an election year.

Section 3. Nominations will also be accepted from the floor from any member, with the consent of the nominee.

Section 4. Election shall be by written ballot unless there is only one nominee for an office and a motion is made to elect by acclamation.

Section 5. A majority of those present qualified to vote, and voting, shall constitute an election.

Section 6. Proxy or absentee voting will not be allowed in officer elections.

Section 7. The Chairman shall be confirmed by the Walker County Commissioners Court.

ARTICLE VII -- RESIGNATION AND VACANCY

Section 1. An officer may resign an office while still retaining membership in the WCHC by submitting to the Secretary a letter of resignation which shall be read into the official minutes.

Section 2. Vacancies occurring in any office other than that of Chairman shall be filled for the remainder of the term by appointment of the Chairman.

ARTICLE VIII -- COMMITTEES

Section 1. Elected Committees. The Nominating Committee shall be elected as specified in these Bylaws.

Section 2. Special Committees. The Chairman of the WCHC may appoint chairmen and members for special committees which will serve to accomplish a specific goal or project. These committees will be terminated at the completion of the goal or project unless otherwise directed by the WCHC.

Section 3. Standing Committees and Their Duties.

- (a) Preservation Committee - This committee shall locate historical structures in danger of destruction; shall alert the membership concerning such structures; and shall make efforts to preserve and restore such structures.
- (b) Historical Marker and Research Committee - This committee shall locate, study and describe subjects and sites for possible marking; shall prepare and submit pertinent applications; shall update marker lists; shall secure locations and obtain permission for erecting markers; and shall, when possible, arrange with owners of such properties for payment of markers.
- (c) Museum Committee -
 - (1) This committee's duties shall be the acquisition, preservation, storage, and display of historical materials, documents, artifacts, and photographs; the establishment, improvement, and support of a Walker County Historical Museum and the solicitation of support for this project; the writing or updating of county history; and the supervision of the reproduction of scarce historical materials.
 - (2) Members of this committee shall serve as the Museum governing board and shall have the power to make decisions and policies regarding the WCHC Museum and its operation.
 - (3) The WCHC Museum Director shall always serve as an active member of the WCHC Museum Board.
- (d) State and County Heritage Days Committee - This committee will be responsible for the organization and execution of special programs on those days publicly consecrated to the honor of our forebears, and for the circulation of any related materials they may find desirable.
- (e) Executive Committee - This committee shall consist of all officers and the chairmen of the Standing Committees. It shall outline and organize the work of the WCHC in general and shall authorize routine expenditures.
- (f) Publicity Committee - This committee shall provide the public with information on all activities of the WCHC and its committees, where and when appropriate. The Chairman of this committee shall be the Reporter.

- 5.
- (g) Finance and Budget Committee - This shall prepare an annual budget for the WCHC, to be presented at the Annual Meeting and to be submitted to the Commissioners Court; shall raise such funds as become necessary to supplement those provided by the Commissioners Court; and shall monitor the Treasurer's records as the Chairman and membership deem appropriate. The Treasurer shall be Chairman of this committee.
- (h) Telephoning Committee - This committee shall inform members of all meetings and such other WCHC activities as it shall be instructed by the Chairman.
- (i) Activities Coordinator and Committee - This committee will assist the Chairman in carrying out programs and fund raisers and any other activities that may arise. (Approved by Commissioners Court on January 23, 1995.)

ARTICLE IX -- MEETINGS

Section 1. Regular meetings shall be on the third Sunday of each month at three o'clock in the afternoon for eleven months of the year, unless changed by the Executive Committee.

Section 2. The twelfth meeting of the year shall be called the Annual Meeting and shall be held in January, the date and time to be designated by the Executive Committee.

Section 3. The Annual Meeting shall include election of officers (in an election year), presentation of awards, adoption of the budget, and presentation of such committee reports as the Chairman deems necessary or appropriate.

Section 4. The Chairman is empowered to call special meetings as necessary to conduct business between regular meetings.

Section 5. The quorum required for the transaction of business shall be one-fourth (25 per cent) of the active membership.

Section 6. Parliamentary procedure will be in accordance with Robert's Rules of Order, Newly Revised, as interpreted by the Parliamentarian of the WCHC.

ARTICLE X -- AMENDMENTS

These Bylaws may be at any regularly scheduled meeting by a two-thirds (2/3) majority, provided notice has been given at the previous meeting; or they may be amended at a special meeting called for that purpose, with previous notice and a two-thirds (2/3) majority vote. All proposed amendments shall be submitted in writing.

ADOPTED by the membership of the Walker County Historical Commission:

James D. Patton
Co-Chairman

Thomas S. Rozen
Co-Chairman

November 30, 1982

Date

Elizabeth Lightsey Pastor
Secretary

APPROVED by the Walker County Commissioners Court:

Sam A. Sam
County Judge

Wayne Stork
Commissioner, Precinct 1

Curt E. Ellison
Commissioner, Precinct 3

James D. Duvall
Commissioner, Precinct 2

Joe Malachuk
Commissioner, Precinct 4

November 23, 1982
Date

