

Bylaws of the Coastal Bend Chapter of the Texas Association for Pupil Transportation located in the Education Service Center, Region II area, Corpus Christi, Texas, Nueces County (*including amendment history*).

ARTICLE I NAME

1.01 *Name.* The name of this organization shall be the *Coastal Bend Chapter of the Texas Association for Pupil Transportation*.

ARTICLE II PURPOSE

2.01 *Purpose.* The purpose or purposes for which the Coastal Bend Chapter of the Texas Association for Pupil Transportation is organized are:

- a. To promote safe and efficient pupil transportation operations for the public school districts within the Education Service Center, Region II areas.
- b. To exchange ideas and methods of the operation of public school transportation organizations.
- c. To provide leadership for the improvement and the advancement of pupil transportation policies, standards and equipment on the local, state and national levels.
- d. To advise and recommend to local, state and national governing bodies changes in policy, equipment and methods pertaining to improvement of the safety and efficiency of pupil transportation.
- e. To inform members of the profession and the lay public of the needs of public school transportation.
- f. To serve as an association for the collection and dissemination of information and for providing services such as publications, conferences, research, training and other services which may promote pupil transportation.
- g. To assist its members and the industry of pupil transportation in dealing with mutual business problems in one or more of the following areas: accounting practices, business ethics, commercial and industrial research, standardization, statistics, trade promoting and relations with government, employees and the general public.

ARTICLE III OFFICE

3.01 *Principal Office.* The principal office of the Coastal Bend Chapter of the Texas Association of Pupil Transportation shall be located in the city of Corpus Christi, Texas, County of Nueces.

3.02 *Location of Office.* The location of the office shall be the office of the current president of the association unless otherwise determined by the Executive Committee.

ARTICLE IV MEMBERS

4.01 *Membership.* Membership in the organization shall be open to all public school district personnel related to pupil transportation in a supervisory or advisory position in Texas. Membership shall also be open to individuals connected with pupil transportation in a supply of technical advisory capacity.

The organization shall have three (3) classes of members: Active, Associate and Honorary. The qualifications of such classes shall be as follows:

a. *Active Member.* Any person shall be eligible for Active Membership if the person is an active employee interested in, engaged in, or associated with any phase of pupil transportation in a school transportation program in the areas of the Education Service Center, Region II. Active members in good standing shall be entitled to attend all organization meetings and participate in discussions of the organization. They are entitled to hold office and to vote.

b. *Associate Member.* All lay persons connected with pupil transportation in a supply, technical advisory capacity or school district personnel other than those designated as Active Members. Associate Members in good standing shall be entitled to attend all organization meetings and participate in discussions of the organization. They are not entitled to hold office or to vote.

c. *Honorary Member.* Retired, active members shall automatically become honorary members. Honorary Members shall be entitled to all privileges of active members with exception of voting and holding office, but shall be exempt from paying dues. The Executive Committee shall have the right to confer Honorary Membership in the organization.

4.02 *Rights of Members.* Active members of the organization shall be entitled to all of the rights and privileges of the organization including the right to vote, hold office and to receive any benefits offered by this organization. Officers shall be elected by a majority vote by members in good standing and in attendance at the May meeting of the organization. All other classifications of membership shall be entitled to the rights and privileges of the organization except the right to vote, hold office or to receive specific benefits, which may be available to the Active Members of the organization.

4.03 *Election of Members.* The Executive Committee shall have the power to approve all application for membership except that no individual may be denied on the basis of race, national origin, religion or sex.

- 4.04 *Transfer of Membership.* Membership in the Coastal Bend Chapter of the Texas Association for Pupil Transportation is not transferable or assignable.
- 4.05 *Termination of Membership.* Membership in the Coastal Bend Chapter of the Texas Association for Pupil Transportation shall/may be terminated by non-payment of dues, by resignation, by failure to comply with the requirements for membership or other causes to be determined by the organization.
- 4.06 *Charter Members.* All classes of members in good standing on or before November 17, 1999 shall be recorded as charter members of the organization.

ARTICLE V DUES

- 5.01 *Dues.* The annual dues for each Active and Associate Member shall be twenty dollars (\$20.00) per school year. All dues are payable by September 1, and shall be considered delinquent on January 1.

ARTICLE VI MEETINGS

- 6.01 *Monthly Meetings.* The Coastal Bend Chapter of the Texas Association for Pupil Transportation shall meet on the second Wednesday of every month from September through May unless determined otherwise by the membership.
- 6.02 *Special Meetings.* The President, Executive Committee or not less than one-tenth (1/10) of the members that have voting rights may call special meetings of the members.
- 6.03 *Place of Meeting.* The secretary shall inform the membership of the place of the monthly meeting and program for the meeting. The meeting sites shall be approved in advance by the Executive Committee.
- 6.04 *Order of Business.* The order of business shall be as follows: Call to order, reading and adoption of minutes and treasurer's report, unfinished business, new business, program, round table discussion, raffle, adjournment.

ARTICLE VII PARLIAMENTARY AUTHORITY

- 7.01 *Parliamentary Procedure.* All the meetings of the organization shall be conducted according to parliamentary procedure as set forth in the most recent published Robert's Rules of Order unless they are inconsistent with the constitutions and by-laws or special rules of this organization.

ARTICLE VIII OFFICERS

- 8.01 ~~*Officers.* The officers of the organization shall be a President, Vice President, Secretary, Treasurer and a Historian. The Vice President shall advance to the office of President upon completion of the President's term. These officers shall be elected in May for the term of one (1) year; said term of office shall be from May of election through May of the following year. No elected officer may serve in any position for more than one (1) consecutive year.~~ (Amended 5/14/03)

The officers of the organization shall be President, Vice-President, Secretary, Treasurer and Historian. The Vice-President shall advance to the office of President upon completion of the President's term. The offices of the President, Vice-President, Secretary and Treasurer shall be elected to serve a term of one (1) year from May of the election year through May of the following year. The President, Vice-President, Secretary and Treasurer may not serve in any one of those positions for more than one (1) consecutive year. However, the Historian may be elected to serve consecutive terms.

- 8.02 ~~*Vacancies.* In case of a vacancy in an office, the Executive Board, excepting the office of President, shall fill it; at such time the Vice-President shall move into this office and shall serve only to the end of the unexpired term.~~ (Amended 10/10/01) If a vacancy occurs in an office, excepting the office of President, nominations shall be solicited and an election held for the unexpired term in the same manner as for the annual election.
- 8.03 *President.* The President shall hold office for the period of one (1) year or until the new President takes office. It shall be the duty of the President to preside or arrange for presiding Officers at all meetings and, in conjunction with the Vice-President, to prepare the program for the monthly meetings of the association. The President shall appoint all committees not otherwise specified. The President shall be the chairperson of the Executive Committee and shall call a meeting of the Executive Committee whenever the President deems it necessary, or whenever the President is requested to do so by the membership. The President shall perform all other duties normally pertaining to the office.
- 8.04 *Vice-President.* The Vice-President shall hold office for a period of one (1) year and shall become the President of the association at the end of the current President's term. The Vice-President shall serve as acting chairperson of the monthly meetings or Executive Committee in the absence of the President and perform other such duties as may be assigned from time to time, by the President. The Vice-President shall advance to the office of President if the office of President is vacated.
- 8.05 *Secretary.* The Secretary shall hold office for a period of one (1) year. The Secretary shall be elected by a majority vote by the members in attendance and in good standing at the May meeting of the association. The Secretary shall keep the minutes of the meetings; give all notices in accordance with the provisions of these bylaws or as required by law; be custodian of the association records; keep correspondence of the association; and, maintain a list of the names and addresses of all the current members of the association.
- 8.06 *Treasurer.* The Treasurer shall hold office for a period of one (1) year. The Treasurer shall be elected by a majority vote by members in attendance and in good standing at the May meeting of the association. The Treasurer shall have charge and custody of and be responsible for all of the funds of the association;

receive and give receipts for monies due and payable to the association from any source whatsoever; deposit such funds in the name of the association in such bank, trust companies or other depositories as shall be in accordance with the provisions of Article III of these bylaws; present an account at every meeting of the association; a full financial report shall be made at the end of the term of the office; and, in general perform the duties of the office of the Treasurer and other such duties as may be assigned by the President.

- 8.07 *Historian.* The Historian shall hold office for a period of one (1) year. The Historian shall compile and maintain a written and/or visual record of the Coastal Bend Chapter of the Texas Association for Pupil Transportation from its organizational stages to the current time.

ARTICLE IX COMMITTEES

- 9.01 *Standing Committee.* The Standing Committee of the Coastal Bend Chapter of the Texas Association for Pupil Transportation shall consist of an Executive Committee of three (3) members, a Membership Committee composed of the Vice-President and five (5) active members from different geographic areas throughout the Education Service Center, Region II area.

- 9.02 *Executive Committee.* The Executive Committee shall consist of the President, Vice-President, Secretary and Treasurer. ~~The Executive Committee shall present a slate of two (2) names for the office of Vice-President, Secretary, Treasurer and Historian to the membership at the May meeting.~~ (Amended 3/8/00)
The Executive Committee shall present a slate of two (2) names for the office of Vice-President, Secretary, Treasurer and Historian to the membership at the May meeting. It shall be the duty of the Executive Committee to act upon matters of business, which are to be presented at the regular meetings of the association and to fill vacancies which may arise between meetings. Upon the Executive Committee shall rest in the interim of regular meetings, the duties, responsibilities and final authority for the conduct of the association in all matters except as stated otherwise in the constitution or as may be referred to by the association. Members of the Executive Committee shall serve for their term(s) in office. A member of the Executive Committee by reason of three (3) consecutive absences from the Executive Committee meetings shall forfeit his/her membership on the Committee by majority vote of the Executive Committee. Additional nominations for the office of Secretary or Treasurer may be made from the floor provided the nominee's consent is secured before the nomination is made. The President shall serve as the Chairperson of the Executive Committee.

- 9.03 *Membership Committee.* The Membership Committee shall consist of the Vice-President and two (2) active members from different geographic areas throughout the Education Service Center, Region II area. It shall be the duty of the membership committee to promote membership in the organization

throughout the public school districts in the Education Service Center, Region II area.

9.04 *Other Committees.* Other committees may be appointed by the President or by a majority of the Executive Committee.

ARTICLE X QUORUM

10.01 *Quorum.* A majority of those present shall constitute a quorum for the transaction of business at a meeting.

ARTICLE XI BOOKS AND RECORDS

11.01 *Records.* The organization shall keep records, complete books, accounts and minutes of the proceedings of its members and committees. Any member may inspect all books and records of the association for any proper purpose at any reasonable time.

ARTICLE XII AMENDMENTS

12.01 *Amendments.* This constitution and bylaws may be amended at any monthly or special meeting of the association by a majority of the members present and voting, provided the amendment was presented at a prior monthly or special meeting. Said proposed amendment shall be declared passed by the President if a majority of those voting in the ballot shall have voted in the affirmative.

REVISION HISTORY

October 27, 1999	Bylaws adopted by membership
March 8, 2000	<i>Amended</i> Article IX Section 9.02
October 10, 2001	<i>Amended</i> Article VIII Section 8.02
May 14, 2003	<i>Amended</i> Article VIII Section 8.01