

## **GCCE BYLAWS**

### **ARTICLE I - NAME AND OBJECT**

#### **Section 1      Name**

This organization shall be known as the Gulf Coast Chamber Executives, "GCCE".

#### **Section 2      Purpose**

GCCE is organized for the purpose of advancing leadership skills and further developing the professional growth of Chamber of Commerce executives.

#### **Section 3      Use of Funds**

GCCE shall use its funds only to accomplish the objectives and purpose specified in these By-Laws, and no said funds shall be distributed to the members of GCCE except as provided by the scholarship program. Any funds remaining in the event of dissolution of GCCE shall be distributed to one (1) or more regularly organized and qualified charitable, educational, scientific or philanthropic organizations to be selected by the Officers of the Gulf Coast Chamber Executives, the Officers.

### **ARTICLE II - MEMBERSHIP AND DUES**

#### **Section 1      Eligibility**

All Texas gulf coast area Chambers of Commerce, staff, associated businesses and individuals which may be interested in the goals and objectives of GCCE may become members. Such membership is subject to the payment of Membership Dues and to the approval of the Board of GCCE.

#### **Section 2      Dues**

Acceptance of dues from Chambers of Commerce, staff, associated businesses and individuals makes that Chamber of Commerce, staff member, associated business or individual a member. The membership fee shall be determined by GCCE.

#### **Section 3      Voting and Other Privileges**

Members of GCCE must pay membership dues to GCCE at least one month in advance before being permitted to vote or exercise other privileges of GCCE.

## **Section 4      Suspension**

Any member of the organization may be suspended by GCCE for non-payment of dues, or for conduct unbecoming a member.

## **Section 5      Voting Rights**

No member shall be entitled to vote in any election if the member's dues are more than 30 days past due. Members shall be limited to one vote regardless of the amount of subscription or dues paid.

## **Section 6      Terms of Membership**

After election, membership is continuous and each member will be responsible for payment of dues until withdrawal in writing has been received by the Treasurer or Chairman or upon suspension by the Board.

## **Section 7      Termination**

Any member who fails to pay dues for three consecutive months shall lose his/her membership at the end of such period, unless retained as a member by vote of the Board.

## **Section 8      Classification**

GCCE shall be comprised of Chambers of Commerce Members, Associated Business Members, Individual Members, and Lifetime Members.

## **Section 9      Lifetime Membership**

Any person of who has been an active member of GCCE for a minimum of ten (10) years and has rendered service of unusual distinction to GCCE, may be considered for Lifetime Membership. Lifetime Membership in GCCE is an honorary position and shall include all the benefits of membership with the exception of voting privileges. No dues will be charged to Lifetime Members. Nominations for Lifetime Membership consideration should be submitted to the President who will present nomination to the Executive Committee. After review of criteria as outlined in the nomination form, and approval by the Executive Committee the name can be presented at any regular meeting of GCCE and acted upon. Election will be by a majority vote of the members present.

## **Section 10      Quorum**

At any meeting of GCCE, a quorum shall consist of the members present.

## **ARTICLE III - FINANCES**

### **Section 1      Funds**

All dues, fundraising and contributed money paid to GCCE shall be placed in a general operating fund. Designated grants/funding may be placed in a special purpose account for tracking purposes.

### **Section 2      Disbursements**

Upon approval of the budget, the Treasurer is authorized to make disbursements on accounts and expenses as provided for in the budget without additional approval of the membership. Disbursements will be made by check.

### **Section 3      Fiscal Year**

The fiscal year of GCCE shall begin January 1 of each year and close on December 31 of each year.

### **Section 4      Budget**

No later than the December meeting each year an annual budget shall be prepared by the Treasurer and presented to the membership for review

## **ARTICLE IV- OFFICERS**

### **Section 1      Composition**

The government of GCCE, the direction of its work, and the control of its property shall be vested to its membership. The membership shall elect a slate of officers including: President, Vice President, Secretary and Treasurer. The officers shall make up the Executive Committee and the immediate Past President shall also be a member of the Executive Committee.

## **Section 2      Election of Officers**

Before the December meeting, the current President shall appoint a Nominating Committee of at least three (3) members in good standing one of which should be a past president to nominate a slate of officers for the positions of President, Vice President, Secretary and Treasurer who will serve during the next calendar year. The Nominating Committee shall present its Nominations at the December meeting of the membership. Other nominations for Vice President, Secretary or Treasurer may be received from the floor. The election of these officers will be by majority vote of the membership present.

## **Section 3      Filling of Officer Vacancies**

The membership shall have the power to fill any vacancies upon recommendation of the Executive Committee and/or the Nominating Committee that may occur during the year, and said Officer shall serve for the remaining term of his/her predecessor.

## **Section 4      Terms of Office of Officers**

Officers will serve one-year terms and can be re-elected.

# **ARTICLE V - OFFICERS DUTIES**

## **Section 1      President**

The President shall preside at all meetings of GCCE. The President shall perform all duties incidental to the office and advise such action as may be deemed by him/her likely to increase the usefulness of GCCE.

## **Section 3      Vice President**

The Vice President shall preside at all meetings of GCCE at which the President is not in attendance and shall otherwise perform the duties of the President when the President is unavailable to perform said duties. The Vice President shall be the coordinator of the Annual Leadership Conference with assistance of an appointed committee.

## **Section 4      Past-President**

The Past-President shall act in the absence of the President and President-Elect, and in the absence or disability of the two officers named the Treasurer shall act temporarily as presiding officer.

## **Section 5        Treasurer**

The Treasurer will provide a monthly financial report of all income and expenses at each monthly meeting. The Treasurer is also responsible for invoicing membership investments and keeping an up-to-date record of all paid members and their contact information. He/She shall provide for an annual financial update of GCCE's finances which shall be available at the annual meeting.

## **Section 6        Secretary**

The Secretary shall be responsible for the taking of the minutes of all regular and special meetings of the Board and presenting those minutes at the next regular meeting of GCCE.

## **ARTICLE VI - COMMITTEES**

### **Section 1        Appointment and Authority**

The President shall appoint all committee chairs and committees, subject to the confirmation by the membership. Each head of a committee shall be responsible to the membership for the organization, responsibilities, and capabilities of that committee.

### **Section 2        Function**

It shall be the function of the committees to investigate and make recommendations. They shall report to the membership. No standing or special committee shall represent GCCE in favor of or opposition to any project without specific confirmation of the membership to that committee.

## **Article VII - Meetings**

### **Section 1        Regular Meeting**

The regular monthly meeting of the membership shall be held on the fourth (4th) Friday of each month, unless otherwise agreed upon in advance by the membership. Changes should be based upon special events, holidays or other factors that necessitate the change in date.

## **Section 2      Leadership Conference**

GCCE shall hold an annual Leadership Conference in February of each year. The purpose of the Leadership Conference shall be to further educate and advance the skills necessary of Chamber volunteers to develop a successful Chamber of Commerce.

## **Section 3      Other Meetings**

The President may call for additional meetings as required to conduct the business of GCCE.

## **Section 3      Meeting Notice**

Each member of GCCE shall be given notice of every regular or other meeting, and such notice shall be given at least five (5) days in advance of the meeting date.

## **Section 4      Rights**

All members in good standing shall be entitled to speak and vote on any subject brought before GCCE for consideration. At the discretion of the President, debates may be limited.

## **ARTICLE VIII - PARLIAMENTARY RULES**

### **Section 1      Parliamentary Authority**

In all meetings of GCCE, the proceedings shall be governed by parliamentary rules currently in common use.

## **ARTICLE IX - PARLIAMENTARY AUTHORITY**

### **Section 1      Authority**

The current edition of ROBERT'S RULES OF ORDER shall be the final source of authority in all questions of parliamentary procedure when such rules are not inconsistent with the Charter or By Laws of GCCE.

Adopted this 17 day of December, 2010.