

# TAMIO BY-LAWS

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*Prepared July 6, 1990) (Revised June 8, 2001) (Revised June 18, 2009) (Revised March 15, 2012) (Revised October 28, 2014)*

## ARTICLE I. THE EXECUTIVE BOARD

The duties of the officers of this Association shall be such as by general usage are indicated by the title of the office. The Executive Board shall act in the capacity of directors, and shall supervise and control the affairs of the Association when the Association membership is not assembled as provided in Article VIII of the Constitution.

## ARTICLE II. DUTIES OF OFFICERS

Specific duties of Officers of the Association shall be established by the President of the Association. General duties shall be as described herein: Ø President – Shall preside over business meetings of the Association and meetings of the Executive Board. Shall provide oversight for the TAMIO Annual Conference, as proscribed in Article VIII of the Constitution, and represent TAMIO on the CPC (Certified Public Communicator) Board

Ø President Elect – Shall preside over business meetings of the Association and meetings of the Executive Board in the absence of the President. Shall assist with the recruitment of sponsors for the TAMIO Annual Conference and other TAMIO programming. Shall deliver the financial report to the Board and membership. Shall take minutes of all Board Meetings.

Ø Vice President for Awards – Shall oversee the TAMI Awards Committee and manage the TAMI Awards Program to include the award submission/judging platform. Shall serve as the liaison between TAMIO and partner agencies for award judging.

Ø Vice President for Communications – Shall direct website content with TML Association Affiliate Manager. Shall manage the TAMIO Thoughts blog and schedule. Shall manage the e-newsletter and schedule. Shall manage the TAMIO Teammates program.

Ø Vice President for Development and Education – Shall oversee the TAMIO Education Committee. Shall direct the program development for the TAMIO Annual Conference. Shall manage webinar content and schedule.

Ø Immediate Past President – Shall coordinate and provide guidance to Regional Directors.

Ø 2nd Past President – Shall coordinate TAMIO elections

Ø Director to the TML Board of Directors (3<sup>rd</sup> Past President) – Shall represent the Association at all meetings of the Texas Municipal League Board of Directors, and shall report to the President on any TML actions that might impact the Association. In the event that the Director is unable to attend a scheduled meeting of the TML Board of Directors, the President may appoint another TAMIO officer to represent the Association at that specific meeting.

### ARTICLE III. ORDER OF BUSINESS

At the Annual Meeting of the Association, the business meeting shall include the following: (1) report of the Vice President, (2) report of the Executive Board, (3) appointment of committees, (4) reports of committees, (5) unfinished business, (6) new business, (7) adjournment. Except, however, that the order of business may be suspended or in any way changed by majority vote of the voting members present. The Executive Board shall determine the order of business to be set at the Annual Conference of the Association. In conjunction with both annual meetings of the Association there shall be activities that provide professional education and development for members, in accordance with Article II of the Constitution.

### ARTICLE IV. VOTING BY PROXY

Voting by proxy shall not be allowed.

### ARTICLE V. FISCAL YEAR

The fiscal year of the Association shall begin on the first day of July and terminate on the last day of June each year, coinciding with Texas Municipal League's fiscal year. Dues and subscriptions shall be payable in advance.

### ARTICLE VI. ASSOCIATION DUES

Except as otherwise provided, annual dues for membership to the Association shall be as

follows:

General Membership – \$85.00

Affiliate Membership – basic dues

Associate Membership – 2x basic dues

Student Membership – ½ basic dues

Legacy Membership – ½ basic dues

Agency Membership – 3x basic dues

#### ARTICLE VII. AMENDMENT OF BY-LAWS

The By-Laws of the Association may be amended by majority vote through electronic voting of the full membership. Voting shall be conducted for a period of not less than 10 calendar days and not more than 30 calendar days. Approved amendments will be submitted to the Texas Municipal League Board of Directors for review and approval, and then will be presented to the membership for approval. Changes will take effect immediately upon receiving said approval.