

## **WACO - MIDWAY FFA ALUMNI ASSOCIATION CONSTITUTION AND BYLAWS**

### **Article I – Name**

The name of the organization shall be WACO-MIDWAY FFA ALUMNI ASSOCIATION, a nonprofit organization, under the laws of the United States of America, State of Texas, and the Texas Education Agency. It shall hereinafter be referred to as “the organization.”

### **Article II – Purpose**

#### **Section 1**

The purpose of the organization shall be to offer support and encouragement toward all aspects of the agriculture program at Midway High School.

#### **Section 2**

The objectives of the organization are:

- To promote and maintain an enthusiastic interest in the various phases of agriculture activity at MHS;
- To lend support, both moral and financial, to the agriculture program of MHS;
- To cooperate with the agriculture teacher(s) and administrators of MHS to the end that the agriculture program be brought to and kept at the highest possible degree of efficiency;
- To build and maintain an organization which will help promote the general activities of the agriculture program;
- To seek to have parents, teachers, administrators, and the public cooperate in furthering the endeavors of students in agriculture related extra-curricular activities at MHS.

### **Article III – Membership**

Membership of this organization shall be open to individuals and businesses interested in supporting the Waco - Midway FFA Chapter in the Midway Independent School District. Members in good standing shall have the right to attend all membership meetings as well as address the other members at stated meeting. They shall participate in all facets except where expressly prohibited by the organization’s by-laws.

#### **Section 1 – Active Membership**

Membership in the organization shall be open to parents/guardians/supporters that attend meetings with regularity and pay dues. Rights grant ability to vote. Membership is based upon an individual basis and paying membership grants members the right to vote.

#### **Section 2 – Inactive Membership**

Membership in the organization shall be relegated to inactive due to failure to pay dues or attend meetings with regularity as deemed by the Executive Board. Inactive membership negates voting rights.

### **Section 3 – Honorary Membership**

The title of Honorary Member may be conferred upon any man, woman or business whom the organization desires to honor. This Honorary Membership is intended to be given to an individual or business that has gone above and beyond in supporting the Waco - Midway FFA Alumni Association. Honorary members are invited to attend meetings but this type of membership does not entitle the honoree to voting rights in the organization. However, the honorary member may serve on a committee if so voted by the membership.

### **Section 4 – Dues**

Membership of this organization is subject to annual dues. The Waco - Midway FFA Alumni Executive committee shall determine dues on an annual basis. Dues shall be payable through the National FFA system no later than November 30 or set date by the Executive Committee. Members failing to pay their annual dues by the deadline established above, shall lose their Active status and as such will lose all rights and privileges there-in. Executive Committee can vote to accept membership for circumstantial situations (e.g. move-ins).

## **Article IV– General Meetings**

### **Section 1 – Order of Business**

The order of business shall be defined by the President (or his/her designee). Recommended items to be included are as follows:

1. Call to Order
2. Reading of Minutes
3. Treasurer's Report
4. Livestock Association Representative Report
5. Committee Reports
6. Comments from FFA Teachers
7. Old Business
8. New Business
9. Comments/Questions from Floor
10. Adjournment

### **Section 2 – Regularity/Rules**

Meetings shall be held regularly, generally accompanied with FFA meetings. Special called meetings are held as needed. Robert's Rules of Order shall govern parliamentary procedure of the Waco - Midway FFA Alumni Association and all points not covered by the Constitution and By-laws. A Waco - Midway ISD Ag Science instructor must be in attendance at regular and/or special called meetings for transaction of business.

### **Section 3 - Agendas**

Agendas will be posted by the President at least seven (7) days prior to the organizational meeting. To be on the agenda for new business, members must notify the prior to the posting by the president.

## **Section 4 – Quorum**

Any number of members, provided that half the executive committee is present, shall constitute a quorum for the transaction of business at any meeting of the organization, provided the meeting has been announced to the general membership 7 days in advance.

## **Section 5 – Voting**

Activities of the organization must be approved by the majority vote of those members present.

### ***Subsection 2.1.1 Exception***

If the presiding officer is needed to reach a majority due to a tie, the presiding officer shall relinquish the chair to a non-voting member for the duration of the vote.

## **Article V– Officers and Executive Committee**

### **Section 1 - Offices**

The offices of the organization shall be:

- President
- Vice President
- Secretary
- Treasurer

### **Section 2 – Officer Responsibilities**

All officers will serve as a member of the executive board.

President - The President shall be the Chief Officer of the Organization.

1. Preside over all meetings;
2. Have general and active management of the business of the Organization;
3. See that all the orders and resolutions of the Organization are carried into effect;
4. Have general supervision and direction of and over all of the Officers and members of the Organization and see that their duties are properly performed;
5. Serve as the Chairperson of the Midway Livestock Show Buyer's Committee
6. Maintain name on Waco - Midway FFA Alumni Association Account Signature Card
7. Communicate effectively, cooperatively, and regularly with the agriculture teacher(s)/FFA advisor(s) and other Board Members

Vice President - The Vice President shall be the second Chief Officer, answering directly to the President.

1. Preside over all meetings in the absence of the President;
2. Act as President as described if for any reason the President is unable to perform or fulfill the duties of the Office of President;
3. Serve as the chairperson of the Fundraising Committee
4. Maintain name on Waco - Midway FFA Alumni Association Account Signature Card

Secretary - The Secretary shall:

1. Attend all meetings of the Organization and any meeting of a standing committee, and record all votes and minutes of the proceedings to be kept for that purpose;
2. See that proper notice is given for all meetings of the Officers and the Organization;
3. Perform such other duties as may be prescribed from time to time by the President or the Organization.
4. Maintain a role of members
5. Maintain a record of meeting attendance
6. Maintain name on Waco - Midway FFA Alumni Association Account Signature Card

Treasurer - The Treasurer shall:

1. Keep a full and accurate account of receipts and disbursements in books belonging to the Organization;
2. Deposit all monies and other valuable effects in the name and to the credit of the Organization in a depository designated by the Officers;
3. Disburse the funds of the Organization in such a manner to conduct the business of the Organization;
4. Render to the President and the Organization, whenever they may require it, an account of all transactions and monies available;
5. Maintain Treasurer Signature card and insure 2 signatures on each check written. Treasurer signature must accompany all transactions.
6. Prepare reports for contributors who have donated monies or valuable effects to the Organization;
7. Perform such other duties as may be prescribed from time to time by the President or the Organization.

**Section 3 – Executive Committee**

The Executive Committee shall consist of the officers of the Waco - Midway FFA Alumni Association. The Agricultural Science Teachers of Midway ISD and Coordinator of Career and Technology may serve as ex-officio members. Executive Committee meetings shall be called by the President or by any two (2) of its members. Agricultural Science Teachers must be notified of executive meetings prior to business transaction. Board members may conduct Board meetings or take up any action electronically, by phone conference or computer conference, as long as all board members are invited to join and an agriculture science teacher(s) is present and all members participating can communicate with one another. The Executive committee cannot spend more than \$1000 without seeking approval from the Waco - Midway FFA Alumni Association.

**Section 4 – Elections**

Election of officers will be held annually by the Active membership of the organization at the last meeting of the school year. A majority vote of the membership present shall elect. No officer may serve in the same position for more than two (2) years. Family members are excluded from being on the executive

committee together. Nominations will be made at the election meeting or submitted to the Executive committee prior to the start of that meeting.

## **Article VI– Committees**

The organization shall carry 3 standing committees. Special committees can be created as needed. All reports will be made in conjunction with the regular organizational meetings and copies of the reports will be filed with the secretary.

### **Section 1 – Scholarship Committee**

The Scholarship Committee shall evaluate, administer, and coordinate the application process for eligible scholarship participants. The organization may issue scholarships to graduating seniors going on to higher education. These shall be in the form of checks payable to the scholarship recipient's institution, university or college in the name of the recipient. Scholarships are available to senior FFA members who meet the qualifications contained within the Scholarship Application. Based on scores from outside judges and the Scholarship Committee, the Executive Committee shall determine amounts given. Applicants wishing to receive the scholarship must have parents/guardians that are paid Waco - Midway FFA Alumni Association members for no fewer than 2 years with more than 50% meeting attendance. The application shall serve as the governing document of the scholarship. The committee must have no fewer than 3 members.

### **Section 2 – Buyers Committee**

The Buyer's Committee will serve to procure buyers for the Midway FFA Livestock Show. The President will chair the committee and work with members to secure local investments for purchasing projects at the Midway FFA Livestock Show. Members of this committee will serve as advocates of the FFA program.

1. Acting as Buyer liaisons throughout the year
2. Community & Waco - Midway FFA Alumni Association education regarding the Auction & becoming a Buyer
3. Buyer registration
4. Assisting & greeting at the Buyers Dinner

### **Section 3 – Fundraising Committee**

The Fundraising committee is designed to consistently raise money for the use of the Waco - Midway FFA Alumni Association. The Committee is chaired by the Vice President of the organization.

## **Article VII– Amendments**

### **Section 1 – Amendments**

The constitution and/or by-laws of the organization may be amended by two-thirds vote of the alumni association membership at any regular meeting or special called meeting, provided that the proposed amendment has been submitted in writing to the membership and read at one previous meeting for discussion. Changes to the constitution and/or by-laws must comply with all MISD policies,

National/Texas FFA Alumni Associations, and TEA guidelines. Changes to Article 1 of the constitution and/or by-laws must be approved by MISD Board of Trustees.

## **Article VIII– Disclaimer and Dissolution**

### **Section 1**

Waco - Midway FFA Alumni Association is organized exclusively within the meaning of Section 501 (c) (3) of the Internal Revenue Code or corresponding section of any Federal tax code. A state and national affiliation fee will be paid to allow the Waco - Midway FFA Alumni Association to utilize and participate under the National FFA alumni association 501 (C) (3).

### **Section 2**

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of Section 501 (c) (3) purposes. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidates for public office.

### **Section 3**

Notwithstanding any other provision of these articles, the organization shall not conduct activities not permitted to be conducted (a) by an organization exempt for Federal income tax under Section 501 (c) (3) of the Internal Revenue Code (or corresponding section of any future Federal tax code).

### **Section 4**

Upon dissolution of this organization assets shall be distributed for one or more exempt purposes within the meaning of Section 501 (c) (3) of the Internal Revenue Code

In the event the Waco - Midway FFA Alumni Association dissolves, the assets of the Waco - Midway FFA Alumni Association shall be transferred to the Waco - Midway FFA.