



Houston Colony By-laws and Standing Rules

Approved November ,2018

ARTICLE I NAME

The name of the organization shall be the Houston Colony of the Society of Mayflower Descendants in the State of Texas. This organization shall herein be called the Colony.

ARTICLE II OBJECTIVES

Section 1. The purpose of the Colony shall be to promote the objectives of the State and National societies and to perpetuate the memory of our Pilgrim Fathers.

Section 2. The Colony shall plan, coordinate and initiate activities and traditions to increase awareness of the purpose of the Colony in the local community and to promote fellowship among Colony members and guests.

ARTICLE III MEMBERSHIP ELIGIBILITY

Section 1. All members in good standing in the Texas society shall be eligible for membership in the Colony. A member in good standing is one whose current dues are paid and who complies with the provisions of the Articles of Incorporation and the bylaws of the Society of Mayflower Descendants in the State of Texas.

Section 2. Upon notification of acceptance for membership of an applicant into the Texas society, the Colony Governor shall extend an invitation to attend a meeting of the Colony.

Section 3. All applications for Colony membership should be accompanied by the annual dues and will require the endorsement of the state Treasurer certifying good standing in the Texas Society.

Section 4. All new Colony members shall be recognized at a Colony meeting after they have joined and have paid their dues.

ARTICLE IV OFFICER POSITIONS AND DUTIES

Section 1. The elected officers of the Colony shall be Governor/President, Deputy Governor, Recording Secretary, Corresponding Secretary, Treasurer, Captain, Historian and Elder.

Section 2. The Parliamentarian shall be appointed by the Colony Governor.

Section 3. The duties of the officers shall be as follows

The GOVERNOR/PRESIDENT, hereafter called Governor, shall serve as chief executive officer and official representative of the Colony, preside at all meetings; appoint committee chairmen as necessary and serve as an ex-officio member of all committees; and sign checks in the absence or inability of the Treasurer.

The DEPUTY GOVERNOR shall perform the duties of the Governor during his absence or inability of the Governor and other duties as requested by the Governor.

The RECORDING SECRETARY shall keep an accurate record of the proceedings of the Colony, providing a copy to the Governor to be read and approved at the next meeting; notify the State Recording Secretary within ten days of elected officers or changes in officer positions; and shall send Colony approved bylaw changes to the Texas society for final approval.

The CORRESPONDING SECRETARY shall keep a current roster of the members; notify members of all meetings; conduct the correspondence of the Colony as directed by the Governor; notify the State Historian, State Elder, State Corresponding Secretary, and Colony Elder of deaths; review annually the standings of members in the Texas society for proper eligibility in the Colony and report findings to the Treasurer.

The TREASURER shall be custodian of all funds belonging to the Colony and keep suitable and accurate books of accounts; have charge of all funds of the Colony as directed by the Governor; maintain a relationship with the financial institution of the Colony account and have on file a signature card authorizing the Treasurer and Governor as signees, but only one signature is required; send dues notices to members annually at the beginning of September; collect dues; make a financial report at all business meetings; notify the Governor and Corresponding Secretary of members who have forfeited membership for non-payment of dues and the Corresponding Secretary of changes of address.

The CAPTAIN shall maintain, store, and display flags and other ceremonial objects as is appropriate, and lead the pledges at Colony Meetings.

The HISTORIAN shall keep the scrapbook consisting of newspaper articles, special events, awards, and other important documentation of Colony activity and be in charge of publicity.

The ELDER shall open all meetings with an invocation and close the meeting with a benediction.

The RETIRING GOVERNOR shall serve as advisor to create continuity and preserve the integrity of projects and programs previously initiated and shall insure that the previous officers transfer materials and information to the new officers.

The PARLIAMENTARIAN shall advise the presiding officer on questions of parliamentary law and methods of procedure when requested.

Section 3. The Colony shall pay for the postage and materials used by members in performance of the duties of their office or as directed by the Governor.

Section 4. The Colony shall pay for the cost of moving files and other materials between officers in the transfer of office.

Section 5. Each officer, whether elected or appointed, should insure that there are no conflicts of interest between Colony activities and personal pursuits. Any such conflict shall be notified

immediately to the Nominations Committee if election or appointment is yet to occur or to the Governor if election has already occurred.

ARTICLE V NOMINATIONS AND ELECTIONS

Section 1. A nominating committee consisting of at least three (3) members shall be appointed by the Governor/President well in advance of the Spring meeting in odd numbered years.

Section 2. The chairman shall be appointed by the Governor.

Section 3. The duties of the Committee shall be to seek, receive and prepare nominations and to have general charge of the election.

Section 4. The nominating committee shall submit a list of nominees for the offices of the Colony at the Spring meeting. Further nominations may be made from the floor. No name shall be placed in nomination without the consent of the nominee.

Section 5. The officers shall be elected by majority vote at the Spring meeting of odd numbered years and take office following that meeting and shall serve for a term of two years or until their successors are elected.

Section 6. In the case of a vacancy of Governor, the Deputy Governor shall serve for the unexpired term.

Section 7. In the case of a vacancy in an officer position, other than the Governor, the vacancy shall be filled by appointment of the Governor as soon as possible after such vacancy has occurred, to serve for the unexpired term. The membership shall be notified following the appointment at the next Colony meeting.

ARTICLE VI MEETINGS

Section 1. A minimum of one meeting shall be held in the Fall every year to celebrate Compact Day. Normally there should also be a Spring meeting to discuss the State Society's Annual Meeting. In odd numbered years, a Spring meeting must occur prior to May 20th to satisfy nominating and election requirements of the state society. The following special days should be recognized by the Colony:

Compact Day, November 21st, will be celebrated by a Colony dinner.

Forefather's Day, December 21, shall be recognized by the Colony.

Section 2. The Colony Governor is authorized to call special meetings.

Section 3. No member shall vote in more than one capacity and there shall be no proxy voting.

Section 4. Any item of business shall be approved by the majority vote of members with a quorum of at least 20 members present.

ARTICLE VII DUES

Section 1. Annual dues shall be payable to the Treasurer on or before January 1st. The amount of the dues shall be noted in the Standing Rules and any change in dues must be approved by a majority vote of members at a regular meeting.

Section 2. A member shall be dropped for nonpayment of dues if payment is not received by February 1 after notice of impending drop has been given.

ARTICLE VIII AMENDMENTS

Section 1. The bylaws may be amended by a two-thirds majority vote of the members present at any meeting, provided that a copy of the proposed amendment shall have been read at a prior meeting or sent to each member two weeks prior to the meeting.

Section 2. Colony approved bylaw changes shall be sent to the Texas society for approval prior to becoming final.

Section 3. Changes to the bylaws shall become effective at the close of the meeting at which they were adopted, subject only to Texas Society endorsement.

ARTICLE IX PARLIAMENTARY AUTHORITY

The newest edition of Robert s Rules of Order shall govern the proceedings of the Colony in all cases not provided for in these bylaws or standing rules.

ARTICLE X NATIONAL AND STATE AFFILIATION

Section 1. In recognition of the values of fellowship and cooperation available to this Colony and its members through privileges and rights of participation in the government and activities of the Texas and National societies, it is hereby declared a major policy of this Colony to exercise fully those privileges and rights, and to discharge promptly all lawful obligations imposed upon it.

Section 2. The Colony shall provide for the prompt forwarding of all reports required or requested by the Texas or National societies.

Section 3. If for any reason, the Houston Colony ceases to exist, all assets and property shall revert to the Society of Mayflower Descendants in the State of Texas.

STANDING RULES

1. A book shall be selected each year to be presented to the Genealogy Collection of the Clayton Library as a memorial to colony members who have died.
2. The Elder shall send a message to a seriously ill member and a message of Sympathy to the immediate family in case of death.
3. The Historian shall make available the scrapbook at each meeting.
4. All Houston Colony insignia, flags, banners, emblems, patches, etc. are considered historical artifacts of the Colony and can be used or worn as such.
5. The dues for the Houston Colony are \$10 per year, notified by September before the year begins and delinquent by January 1 of the membership year.
6. The Treasurer, in conjunction with the Governor, is granted the right to excuse dues payment for extreme hardship cases.