

**SOCIETY OF MAYFLOWER DESCENDANTS
IN THE STATE OF TEXAS, INCORPORATED**

BYLAWS AND STANDING RULES

ARTICLE I: NAME

The name of this organization shall be *Society of Mayflower Descendants in the State of Texas, Incorporated*. This organization shall herein be called the Society.

ARTICLE II: OBJECTS

The objects of this Society shall be:

SECTION 1. To perpetuate to a remote posterity the memory of our Pilgrim Fathers. To maintain and defend the principle of civil and religious liberty as set forth in the Compact of the *Mayflower*, “for the glorie of God, and advancemente of the Christian faith and honor of our countrie.”

SECTION 2. To cherish and maintain the ideals and institutions of American freedom, and to oppose any theories or actions that threaten their continuity. To transmit the spirit, the purity of purpose and steadfastness of will of the Pilgrim Fathers to those who shall come after us, an undiminished heritage of liberty and law.

SECTION 3. To promote the interests that are common to all the State Societies of Mayflower Descendants which can best be served by a federal body, and to secure united effort to discover and publish original matter in regard to the Pilgrims, together with existing data known only to antiquarians, and to authenticate, preserve, and mark historical spots made memorable by Pilgrim association.

ARTICLE III: MEMBERSHIP

SECTION 1. QUALIFICATIONS. All persons over 18 years of age who are descended from a passenger on the *Mayflower*, on the voyage which terminated at Plymouth, New England, in December 1620, shall be eligible for membership in the Society; and all persons, so descended, who are less than 18 years of age, shall be eligible for membership in the Texas Junior Society pursuant to Section 2B of this Article, provided, however, that no person shall be eligible for General Society or State Society membership (regular, junior, or life) who is pledged to or advocates the overthrow, by force or violence, of the Government of the United States, or that of any State or Territory; or who has been guilty of other treasonable practices; or who is not of good moral character; and any state society shall have the right to expel from its membership any person for any of these causes; and any question arising under this proviso (a) shall be determined by the affected society; and provided further (b) that no one may become a member of any society unless personally acceptable to it.

SECTION 2. CLASSIFICATIONS. There shall be three classes of membership in this Society: Regular, Junior, and Life.

A. Regular membership

1. A Preliminary Application acquired from the Co-Historian and signed by the applicant shall be returned to the Co-Historian with the sum of One Hundred

Fifty dollars (\$150.00). This sum includes a non-refundable application fee and the annual dues for the calendar year in which the application is approved. Upon receipt of the Preliminary Application and a check for One Hundred Fifty dollars (\$150.00) made out to TX SOMD, the appropriate Co-Historian shall send a worksheet, with instructions, to the applicant.

2. The applicant shall send the completed worksheet and all necessary documentation to the State Co-Historian within twelve months. Failure of the applicant to comply with this timing requirement makes the application null and void. Upon receipt of a request to the Co-Historian, signed by the applicant, for an extension of time, the Society may, at its option, grant an extension not to exceed three months. Upon written request of the applicant within twelve months, (fifteen months if an extension had been granted), the application may be withdrawn and the dues amount refunded.

3. On approval of lineage papers by the Historian General, the applicant shall be notified by the State Co-Historian that he or she is enrolled as a member. If the application is rejected by Plymouth, the applicant will be notified and the dues amount will be refunded.

4. The Preliminary Application form is to read as follows: Application Fee, One Hundred Twenty dollars (\$ 120.00); Annual Dues, Thirty dollars \$30.00). Only the amount of the dues will be refunded if the application is rejected by Plymouth.

5. 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. Upon notification in writing to the Society sent to the Corresponding Secretary with the substantiating evidence, a member in good standing who is on active military service during a state of war shall be excused from payment of annual dues during such service.

B. Junior membership.

1. A member in good standing of the Texas Society may make application for Junior Membership on behalf of any person under eighteen years of age who is related by blood to that member through the line on which the member was approved for the Society. A Junior Application shall be obtained from the Junior Membership Chairman and returned with an application fee of Fifteen dollars (\$15.00). Such application shall require the name of the Junior and the signature of the member/sponsor presenting the applicant. The application shall be accompanied by the birth certificate of the prospective member. The Junior Membership Chairman shall assign a Texas Junior Membership Number and notify the sponsor and Junior member of such number. No dues are to be paid.

2. Membership in the Texas Junior Society shall terminate on the member's 25th birthday. A Junior member between the ages of 18 and 25 years may transfer to Regular membership by fulfilling the requirements for regular membership as set forth in Article III, Section 2A. A Junior-to-Adult Preliminary Application may be obtained from either the Co-Historian or the Junior Membership Chairman and returned to the Co-Historian with payment of a Junior-to-Adult Transfer Fee of One Hundred Five dollars (\$105.00). No dues payment need accompany this application.

3. Junior Members under age 18 may become Life Members upon payment of the Life Membership Fee of Seven Hundred Fifty dollars (\$750.00) and after complying with all procedures for Regular membership as set forth in Article III, Section 2A. A Junior member of the Texas Society shall become a Life member upon payment of the Life Membership Fee of Seven Hundred Fifty dollars

(\$750.00) after the approval of lineage papers by the state Co-Historian and the Historian General and after Texas and General Society numbers have been assigned. The Preliminary Application for the Junior member moving to become a Life member shall read: Application Fee, One Hundred Five Dollars (\$105.00), Life Membership Fee, Seven Hundred Fifty dollars (\$750.00), Total, Eight Hundred Fifty Five dollars (\$855.00).

4. No Member under the age of eighteen (18) years may vote or hold office in the Texas State Society or in the General Society.

C. Life membership. A Regular Member in good standing shall become a Texas Life Member upon payment of the Life Membership Fee of Seven Hundred Fifty dollars (\$750.00). This fee may accompany the annual dues or be made at any time after the current dues have been paid. Life members shall thereafter be exempt from paying annual state dues. A new member may become a Life member upon payment of an additional Seven Hundred Fifty dollars (\$750.00) after being informed of acceptance into the Society. The Life Membership Fee is calculated at the rate of twenty-five times the annual state dues.

SECTION 3. SUPPLEMENTALS. A member in good standing may apply for a supplemental line of descent by requesting a Preliminary Supplemental Application from the Co-Historian and returning it to the Co-Historian accompanied by the sum of One Hundred Twenty Dollars (\$120.00). Supplemental Application fees are not refundable.

SECTION 4. TRANSFERS, DUAL MEMBERSHIPS, TRANSFER FEES.

A. Transfers and Dual Memberships. An applicant for a transfer from another state society or for a dual membership shall become a member of the Texas Society after complying with the following procedures: A Preliminary Application shall be completed by the applicant and returned to the Co-Historian. Neither an application fee nor a worksheet is required. A copy of the applicant's approved lineage papers must be sent to the Texas Society Co-Historian, and a statement that the applicant is a member in good standing must be sent to the Texas Society Co-Historian. After these requirements have been satisfied, a Texas Society number shall be assigned. Applicants for transfer who have paid annual dues to the state society from which they are transferring shall not pay dues to the Texas Society for the year in which the transfer is accepted. Applicants for dual membership shall pay dues to the Texas Society for the year during which membership is accepted. Life Membership in another state shall not transfer to Life Membership in Texas.

B. Transfer Fee. A member in good standing who requests a transfer from the Texas Society shall notify the Corresponding.

SECTION 5. RESIGNATION, REINSTATEMENT, & FORFEITURE.

A. Resignations. In lieu of a dues payment a member in good standing may resign by sending a letter addressed to the Society to the Corresponding Secretary before January 15.

B. Reinstatements. A member who resigns in good standing may be granted reinstatement if an application is made in writing to the Corresponding Secretary. The applicant will resume membership upon payment of annual dues.

C. Forfeitures. A former member who forfeited membership for nonpayment of

dues and desires to be reinstated shall make application in writing to the Corresponding Secretary. The former member will resume membership upon payment of the current year's dues plus a reinstatement fee equal to the current year's dues.

ARTICLE IV: OFFICERS

SECTION 1. OFFICERS

A. Elected Officers. The elected officers of the Society shall be a Governor/President, a Deputy Governor, a Recording Secretary, a Corresponding Secretary, a Treasurer, two or more Co-Historians, Assistant Historians as necessary, an Elder, a Captain, a Surgeon; and a Counselor.

B. Appointed Officer. The appointed officer shall be the Parliamentarian who shall be appointed by the Governor/President.

SECTION 2. TERM OF OFFICE. Officers shall be elected by a majority vote in odd numbered years at the Annual Meeting and shall serve for a term of two years or until their successors are elected. No member shall be elected to more than one state office at one time. All officers, except the Governor/President and Deputy Governor, may serve more than one consecutive term in the same office. No officers, except the Co-Historians, Assistant Historians, Corresponding Secretary, and Treasurer, may serve more than two consecutive terms in the same office. Those officers may serve three terms.

SECTION 3. VACANCY IN OFFICE. A vacancy in the office of Governor/President shall be filled by the Deputy Governor. The vacancy thus created in the office of the Deputy Governor, and any other vacancy in the elected officers or elected committee chairmen, shall be filled by appointment by the Governor/President and affirmed by majority vote of the Board of Assistants/Directors at its next regular meeting. Any person who serves more than half a term shall be deemed to have served a full term.

SECTION 4. HONORARY OFFICE. No honorary office or title will be conferred on a person by the Society.

SECTION 5. GENERAL SOCIETY REPRESENTATIVES. The Deputy Governor General (DGG) and the Assistant General (AG) shall be nominated by a majority vote of the Society, subject to Article VI, Section 5, of the Constitution and Bylaws of the General Society, at the Annual Meeting preceding the Triennial Congress or General Board of Assistants meeting if the terms of the existing DGG and AG are expiring. The terms of the DGG and AG are three (3) years.

SECTION 6. DUTIES OF OFFICERS.

A. The Governor/President Shall:

- 1 Be the chief executive officer and official representative of the Society.
2. Preside at all meetings of the Society and the Board of Assistants/Directors and perform all such duties as pertain to the chief executive officer of the Society.
3. Appoint the chairman of each committee except as herein otherwise provided and notify the Board of Assistants/Directors of these appointments.

4. The Governor/President and Committee Chairmen shall select not less than two (2) additional members to the following committees: Finance, Education, Bylaws, Publications, Awards, and Public Relations, and notify the Board of Assistants/Directors of these selections. All colonies should submit nominees for committee appointments.
5. Appoint special committees and notify the Board of Assistants/Directors of these appointments.
6. Appoint one trustee of the Endowment Committee to a four year term and name the chairman.
7. Serve as ex-officio member of all committees except the Nominating Committee.
8. Appoint a Parliamentarian.
9. Perform such duties as set out in the Bylaws and Standing Rules and as requested by the Society and the Board of Assistants/Directors.
10. Approve and co-sign all disbursements made by the Treasurer.
11. Compile a scrapbook.
12. In the event of an unforeseen or unavoidable circumstance rendering any elected officer or elected committee chair unable to perform his or her duties, the Governor/President, with the agreement of the Board of Assistants/Directors by correspondence, may appoint a replacement and/or assistant, as may fit the situation, with this action being ratified at the next Board of Assistants/Directors meeting.
13. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
14. Appoint a Digital Records Archivist.

B. The Deputy Governor Shall:

- 1 Perform the duties of the Governor/President during the absence or disability of the Governor/President.
2. Assume other duties assigned to the office by the Bylaws and Standing Rules, the Governor/President, and/or the Board of Assistants/Directors.
3. Succeed to the office of Governor/President for the unexpired term in the event of a vacancy in that office.
4. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
5. Perform such other duties as the Governor/President shall direct.

C. The Recording Secretary Shall:

- 1 Keep an accurate recording of the proceedings of all meetings of the Society and the Board of Assistants/Directors, sending a copy to the Governor/President within ten (10) days following the meeting.
2. Maintain a list of all motions passed in the Annual Meeting and meetings of the Board of Assistants/Directors and mail a copy to the Governor/President and Webmaster within ten (10) days following the meeting.
3. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
4. Perform such other duties as the Governor/President shall direct.

D. The Corresponding Secretary Shall:

- 1 Keep a complete and current list of members as provided by the Treasurer and Co-Historians.

2. Notify the Office of the Historian General of deaths, name changes, address changes, resignations, dropped members, reinstated members, and transfers on the form provided for this purpose.
3. In the year of the Triennial Congress, send names of the nominees for Deputy Governor General and Assistant General and the names of all official state delegates to the Secretary General.
4. Within ten (10) days following the Annual Meeting for election of officers, send the Secretary General and the Office of the Historian General the list of elected officers.
5. Prepare the annual report based on the reports of the other officers and send required copies to the Secretary General and the State Treasurer.
6. Send the Recording Secretary and the Treasurer a yearly report no later than December 31.
7. Notify the State Treasurer, Co-Historians, Recording Secretary, Governor/President, Elder, Colony Governor/Presidents, and Newsletter Editor of deaths, resignations, dropped members, reinstated members, transfers, and changes in name, address, telephone, or e-mail address.
8. Conduct correspondence relative to transfers, dual memberships, and Life Memberships.
9. Upon completion of the requirements for Life Membership, send a Life Member certificate to the new Life Member.
10. Inform each new member of a nearby colony.
11. Order a Past Governor's medallion not less than three months before the Annual Meeting at which the Governor/President shall retire, at which time the Governor/President shall be presented with the medallion.
12. Conduct other correspondence as requested by the Society, the Board of Assistants/Directors, and the Governor/President.
13. Be custodian of the seal.
14. Perform such other duties as the Governor/President shall direct.

E. The Treasurer Shall:

1. Be custodian of all funds belonging to the Society and keep suitable and accurate books of account.
2. Collect all dues and other funds payable to the Society.
3. Make all necessary disbursements upon documented approval of the Governor/President.
4. Make a financial report at all Annual Meetings covering income and expenses vs. the budget of the prior year, as well as a listing of assets and liabilities.
5. Mail the dues notice to each regular member by October 15th and a reminder by December 1st.
6. Mail receipts to members as payments for dues are received from them, if requested by a member.
7. Notify the Corresponding Secretary of members who have forfeited membership for non-payment of dues.
8. Transfer annually from the Life Member Fund to the General Operating Fund an amount equal to the current annual State dues multiplied by the number of Life Members.
9. Deposit funds with the General Society in December and June to cover the payment of the application fees for applications submitted by the Co-Historians to the Historian General for approval..

10. Pay the yearly General Society per capita assessment.
11. Prepare and file the required annual report to the Internal Revenue Service.
12. Prepare a proposed budget for the coming year in collaboration with the Finance Committee for review by the Board of Assistants/Directors at the meeting prior to the Annual Meeting.
13. Reimburse proper Society expenses incurred by officers of the Society. No funds are provided by the Society to reimburse any member, officer, or director for expenses to any National Meeting.
14. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
15. Serve as a member of the Endowment Committee.
16. Perform such other duties as the Governor/President shall direct.

F. The Co-Historians Shall:

1. Answer inquiries concerning membership and mail Preliminary Applications to prospective members.
2. Receive the Preliminary Applications, collect the application fee, and forward the fee to the Treasurer.
3. Send the Application Review Forms (ARFs) with instructions to applicants who have paid the required fee and notify in writing the Governor/President, Co-Historians, Treasurer, and other officers of the names of all applicants to whom PAs and ARFs are sent.
4. Upon receipt of the Application Review Form from the applicant and proof of payment, fill out an application worksheet with the approved information on his/her line to such point where the applicant will need to supply documentation and send it to the applicant promptly.
5. Review all returned application worksheets and documentation. Inform the applicant of any additional documentation that must be received before the application can be approved.
6. Keep an accurate list of all working applications. This list shall include the date an application worksheet is received, the date the completed application is sent to the applicant for signature, and the date it is sent to the Historian General.
7. Approve or reject each applicant's lineage worksheet and documentation before sending it to Plymouth.
8. Prepare one application for the signature and acknowledgment of the applicant.
9. Send the completed application to Plymouth, along with one complete set of documentation.
10. Promptly notify the applying member of approval or rejection of both original and supplemental lines of descent.
11. Upon notification from the Historian General of the acceptance of a new member, mail a certificate of membership, a copy of the approved application, and a letter of welcome to the new member.
12. Maintain a complete list of all members' proven ancestral lines including supplementals.
13. Upon receipt of the General Society number from the Historian General promptly notify the Recording Secretary, Treasurer, Corresponding Secretary, Governor/President, Newsletter Editor, Deputy Governor, and the Colony Governors, giving each the correct name, address, state and general numbers, dates of approval and election, and the ancestor's name.

14. Upon approval of a new member by the Historian General, assign a state number.
15. Maintain a list of all known member's ancestral lines that have been closed by Plymouth.
16. Conduct correspondence relative to Junior membership.
17. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
18. Send a monthly report to the Treasurer of all applications submitted to the Historian General for approval.
19. Scan the documents associated with the approved applications and send the digital files and digital copies of the approved applications to the Digital Archivist to be included in the digital records of the Society..
20. Perform such other duties as the Governor/President shall direct.

G. The Assistant Historians shall:

1. Support the responsibilities of the Co-Historians.
2. Learn policy and procedure for the preparation of lineage applications as proscribed by the Historian General of the General Society of Mayflower Descendants.
3. Be directed by the Co-Historians, answer inquiries concerning membership, and send instructions to applicants.
4. Assist applicants referred to them by the Co-Historians with duties included.
5. Upon receipt of all necessary documentation, complete applications and send by mail and/or electronically to the appropriate Co-Historian.
6. Keep and submit to the Co-Historians when requested, an accurate list of prospective applicants and working applications which shall include the date a worksheet is sent, status of documentation in progress, and date application and documents are sent to the appropriate Co-Historian.
7. Perform such other duties as the Governor/President shall direct.

H. The Elder Shall:

1. Officiate when called upon at any meeting.
2. Be a member of a Christian church.
3. Maintain a record of all deceased members.
4. Conduct a Memorial Service at the Annual Meeting.
5. Send card of condolence to deceased member's family when appropriate.
6. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
7. Perform such other duties as the Governor/President shall direct.

I. The Captain Shall:

1. Carry out the directions of the Governor/President.
2. Act as Marshall at parades and on occasions of ceremony.
3. Maintain, store, and display flags and other ceremonial objects as is appropriate.
4. Lead the pledges at the Annual Meeting.
5. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.
6. Perform such other duties as the Governor/President shall direct.

J. The Surgeon Shall:

1. Have been admitted to the practice of medicine in the State of Texas.

2. Be under the direction of the Governor/President and the Board of Assistants/Directors.
3. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.

K. The Counselor Shall:

1. Be a licensed attorney in the State of Texas who is qualified to render legal opinions upon matters pertaining to the Society.
2. Be under the direction of the Governor/President and the Board of Assistants/Directors.
3. Notify the Corresponding Secretary of any known changes in classification, name, address, telephone number, or death of members.

L. The Board of Assistants/Directors Representative Shall:

1. Attend all meetings of the Board of Assistants/Directors.
2. Perform such duties as are assigned in the Bylaws and Standing Rules, as directed by the Board of Assistants/Directors or the Society, and as requested by the Governor/President.

M. The Parliamentarian Shall:

1. Attend all meetings of the Society.
2. Attend all meetings of the Board of Assistants/Directors in an advisory capacity only.
3. Advise, when requested, the Governor/President, Officers, the Board of Assistants/Directors, Committee Chairs, or individual members on parliamentary questions concerning the Society, according to the Articles of Incorporation, Bylaws, Standing Rules, and the adopted Parliamentary Authority.

N. The Digital Records Archivist Shall:

1. Attend all meetings of the Texas Society.
2. Maintain and update the digital records of the Society and distribute them to officers as necessary.

SECTION 7. MOVEMENT OF MATERIALS BETWEEN OFFICERS UPON TRANSFER OF OFFICE

The Society shall pay for the cost of moving files and other materials between state officers upon transfer of office when transfer is not possible at Annual Meeting. The Society shall pay for the postage and materials used by officers in performing the duties of their offices, but other expenditures must be approved by the Board of Assistants/Directors.

ARTICLE V: NOMINATIONS AND ELECTIONS

SECTION 1: NOMINATING COMMITTEE.

A. The chairman of the Nominating Committee shall: be elected at large at the Annual Meeting in odd numbered years. The Chairman shall serve without vote except in the event of a tie.

B. Each of the colonies of the Society shall: elect one of its members to the

Nominating Committee at its next regular meeting following the Annual Meeting at which the Chairman was elected. The Colony Recording Secretary shall then send the name and address of its elected member to the State Recording Secretary who shall send the name to the Chairman of the Nominating Committee and the State Governor/President.

C. Duties of the Nominating Committee. The Nominating Committee shall consider the qualifications of all candidates proposed by the membership or by members of the Nominating Committee. Names for the consideration of the Nominating Committee shall be accompanied by a statement of qualifications and shall be received by the committee no later than January 1 in odd numbered years.

D. Report of the Nominating Committee. The Nominating Committee shall submit at least one name for each office to be filled, arrived at by a majority vote of the committee. The report of the committee shall be sent to the Governor/President and to the Recording Secretary not less than eight (8) weeks before the Annual Meeting at which the election is to be held. This report shall be printed with the Official Call to the Annual Meeting and shall be read in the report of the Committee to the Annual Meeting when additional nominations can be made from the floor. No name shall be placed in nomination without the consent of the nominee.

E. Nominating the State Governor/President. The Society gives each colony an opportunity to nominate one of its members for State Governor/President in the odd numbered years according to an orderly sequence, alphabetically by colony name. If the colony whose turn it may be cannot provide a qualified member who would accept the nomination for State Governor/President, then the next colony in the sequence will be given the opportunity of providing a nominee.

F. The Nominating Committee may: act by mail, e-mail, or telephone ballot.

G. Qualifications.

1. No member shall be qualified to hold state office who has not been a member of the Texas Society for one year.
2. All officers must be full time residents of Texas.
3. The nominee for Governor/President must have been a member of the Texas Society Board of Assistants/Directors for a minimum of a two-year term.

SECTION 2. ELECTION OF OFFICERS

A. Election. Election of officers shall be at the Annual Meeting in odd numbered years. If there is but one nominee for any office, the vote may be *viva voce*.

B. Assumption of Duties. Officers shall assume their duties at the close of the Annual Meeting at which they are elected. The Annual Meeting closes when the outgoing State Governor adjourns the meeting. An installation ceremony shall be conducted at the Banquet prior the adjournment of the Annual Meeting. The retiring officers shall deliver the material pertaining to their offices to their successors immediately after this meeting with the exception of the Recording Secretary, the Co-Historians, the Assistant Historians, and the Treasurer who may deliver materials within two (2) weeks. Prior to the assumption of office, the Governor/President nominee should prepare for the appointment of committee chairmen to facilitate affirmation of committees by the Board of Assistants/Directors.

C. Installation. An installation ceremony shall be conducted following the election of officers.

ARTICLE VI: MEETINGS

SECTION 1. ANNUAL MEETINGS. The Annual Meeting shall be held in the State of Texas on a date as near as possible to the 2nd day of April, the anniversary of the election of the first Governor of Plymouth Colony.

SECTION 2. PLACE OF THE ANNUAL MEETING. The Annual Meeting place shall be chosen by the hosting colony. The hosting colonies shall progress through a repeating eight-year cycle with Dallas/Fort Worth occupying the first and fifth years. Houston occupying the second and sixth years; San Antonio occupying the third and seventh years, Waco occupying the fourth year; and the other colonies, in alphabetic order of the colony names, given the chance to occupy the eighth year.

SECTION 3. QUORUM. At all meetings of the Society, twenty-five (25) members in good standing shall constitute quorum.

SECTION 4. NOTICE. A notice of any meeting of the Society shall be mailed to each member four (4) weeks prior to such meeting, so that a minimum of twenty-eight (28) days shall have elapsed between, but not including, the postmark date and the meeting date. For the Annual Meeting, the notice must include the program, a slate of officers in odd numbered years as presented by the Nominating Committee, amendments to the Bylaws, if any, with recommendations of the Bylaws Committee, and other Society business to come before the meeting of the Society.

SECTION 5. SPECIAL MEETINGS. Special meetings may be held at any specified time and place at the call of the Governor/President or upon the written request of five (5) members, two (2) of whom shall be elected officers. The purpose of the meeting shall be stated in the notice, and no other business shall be transacted.

SECTION 6. CANCELLATION. In case of an emergency, the Board of Assistants/Directors may, by a two-thirds (2/3) vote in meeting or by mail, e-mail, or telephone, cancel the Annual Meeting. All members shall be notified by mail of the cancellation and, if it occurs in odd numbered years, the Board of Assistants/Directors shall provide by mail for the election of officers by the membership.

SECTION 7. PROXY VOTING. No member shall vote in more than one capacity, and there shall be no proxy voting.

ARTICLE VII: BOARD OF ASSISTANTS/DIRECTORS

SECTION 1. COMPOSITION.

A. Membership. Members of the Board of Assistants/Directors shall be:

1. Elected officers of the Society.
2. One elected representative from each colony.
3. Chairmen of Standing Committees.
4. Governors of active colonies.
5. The Deputy Governor General and the Assistant General.

B. Ex-Officio Member. The ex-officio member shall be: The immediate former Governor/President, if not currently holding a state office.

C. Parliamentarian. The Parliamentarian shall attend meetings in an advisory capacity without vote.

SECTION 2. DUTIES.

A. The Board of Assistants/Directors shall:

1. Conduct the business of the Society between Annual Meetings.
2. Approve the appointments of the Governor/President, including the chairmen of Standing and Special Committees, the Parliamentarian, and the Trustees of the Endowment Fund.
3. Approve interim appointments of Governor/President to vacancies.
4. Conduct an election of Society Officers, the Nominating Committee Chairman, the Deputy Governor General and the Assistant General, by mail if an emergency precludes the holding of the Annual Meeting at which these elections would occur.
5. Authorize the formation of Mayflower Colonies in the State of Texas.
6. Consider the tentative budget at the pre-Annual Meeting and adopt a budget at the post-Annual Meeting
7. Remove officers or chairmen as recommended by the Disciplinary Committee.
8. Hear reports from the various committees, taking action as appropriate.

SECTION 3. MEETINGS.

A. Regular Meetings. Regular meetings of the Board of Assistants/Directors shall be held in the city of the Annual Meeting immediately prior to and following the Annual Meeting of the Society.

B. Special Meetings. Special meetings of the Board of Assistants/Directors may be called either by the Governor/President or upon written request of three (3) members of the Board of Assistants/Directors. All special meetings will be held on Saturday in Austin, Texas, or at a site reasonably convenient to all members. A notice of the meeting shall be mailed to each Board of Assistants/Directors member three (3) weeks prior to such meeting so that a minimum of twenty-one (21) days shall have elapsed between, but not including, the postmark date and the meeting date. The notice of the meeting shall state the purpose and/or the business agenda for the meeting, and no other business shall be transacted.

SECTION 4. VOTING.

A. Proposals concerning a change in Society policy or expenditures of funds not provided for in the adopted budget shall require a two-thirds (2/3) vote of members present for the adoption.

B. A vote by mail, e-mail, or telephone is authorized when necessary; however, any such vote on proposals concerning a change in Society policy or expenditures of funds not provided for in the adopted budget shall require a two-thirds (2/3) vote of the entire membership of the Board of Assistants/Directors for adoption. A report of any action taken by mail, e-mail, or telephone ballot shall be ratified and made part of the minutes of the next meeting of the Board of Assistants/Directors.

SECTION 5. QUORUM. Five (5) members of the Board of Assistants/Directors, including at least two (2) elected officers, shall constitute a quorum for the

transaction of business. No proxies are allowed to establish a quorum.

SECTION 6. ATTENDANCE AT MEETINGS. Any person who is not a member of the Board of Assistants/Directors shall not be permitted to attend a meeting or be given a courtesy seat without the approval of the Governor/President and a majority vote of the Board of Assistants/Directors.

SECTION 7. MINUTES. Minutes of the Board of Assistants/Directors meetings are confidential until corrected and approved by the Board of Assistants/Directors.

ARTICLE VIII: COMMITTEES

SECTION 1. STANDING COMMITTEES. There shall be the following Standing Committees composed of not fewer than three (3) members each (except the Nominating Committee; see Article V, Section 1): Finance, Education, Bylaws, Awards, Newsletter/Publications, Public Relations, Auditing, Nominating, Junior Membership, Endowment, Library, and Scholarship.

SECTION 2. SPECIAL COMMITTEES. Special Committees shall be appointed by the Governor/President, when needed.

SECTION 3. DUTIES OF STANDING COMMITTEES.

A. The Finance Committee, with the Treasurer serving as chairman, shall have general supervision of the finances of the Society, shall report the fiscal condition of the Society to the Board of Assistants/Directors, and perform such other duties as the Governor/President shall direct.

B. The Education Committee shall consist of the chairman and the colony education chairmen and have oversight of the Society's educational programs.

C. The Bylaws Committee shall consider, edit, and/or correlate any amendments to these Bylaws which the committee may originate and as referred to it by the Board of Assistants/Directors, officers, committees, and other members. Any and all amendments shall be submitted in writing and accompany the Notice of the Annual Meeting in accordance with the amending clause in these Bylaws.

D. The duty of the Awards Committee shall be to select the person(s) to be named as the honoree(s) when the Texas Society sends a donation to the General Society of Mayflower Descendants. The Awards Committee may present an annual award as follows:

1. To a member(s) for long and distinguished service to the State Society and/or a Colony upon written evidence presented to the Committee by not fewer than five (5) members of the Society who submit original letters nominating said member(s). The nomination can also be made for the following reasons:

a. To a member(s) for handling special assignments with unusual distinction or merit.

b. To a member(s) for monetary assistance which promotes the welfare of the Society.

2. If an award is given, the name of the recipient(s) shall be submitted to the General Society to be honored by the \$1,000.00 stipend the State Society presents annually. If no recipient is named, the monetary donation can still be sent to the General Society upon the vote of the membership at the Annual Meeting either in memory of deceased member(s) or deceased officer(s) or with no honor or

memorial intent expressed.

E. The Newsletter/Publications Committee. One or more newsletters shall be published each year under direction of the Governor/ President and the Newsletter Chairman. Members of the committee shall be appointed from each colony by the colony governor and duties shall be to furnish appropriate news items from each colony. The committee shall issue a yearbook in the odd numbered years following the election of new state officers. The chairman of the Newsletter /Publications committee shall serve as Editor. The Newsletter Editor shall obtain and/or update the Society's United States Postal Service bulk mail account and follow USPS rules to enable the Society to utilize non-profit status for postage. The Newsletter/ Publications chairman shall use a current and complete list of members supplied by the Corresponding Secretary. The committee shall be responsible for mailing a copy of the state yearbook and the current newsletter to each new member.

F. Public Relations Committee. The purpose of this committee shall be to promote the Society throughout the state. Members of the committee shall be appointed from each colony by the Colony Governor, and duties shall be to assist the chairman in promoting the Society in their local areas. The committee shall be responsible for maintenance and supervision of the computer World Wide Web site in coordination with the Governor/President and the Corresponding Secretary.

G. The Auditing Committee. The Auditing Committee shall conduct an annual audit of the financial records of the Society and shall provide the results to the Board of Assistants/Directors prior to each Annual Meeting.

H. The Nominating Committee. The Nominating Committee shall nominate the officers of the Society in accordance with Article V, Section 1 of these Bylaws.

I. Junior Membership Committee. This committee shall maintain an accurate list of the names and addresses of all Junior members and their sponsors, encourage Junior members to become adult members upon their eighteenth birthday, mail a Junior-to-Adult Preliminary Application to each Junior on his or her 18th and 24th birthdays, and prepare and mail a Junior Membership Certificate to new Junior Members.

J. The Endowment Committee shall have general supervision of the Endowment assets of the Texas Mayflower Fund, shall oversee the Society gifting program, shall recommend the amounts to be available from the Fund to support Society historical and educational activities and, at least annually, shall report the fiscal condition of the fund to the Board of Assistants/Directors. The Endowment Committee shall have three members, called trustees. To insure continuity, members will be appointed on a rotating basis as follows. The incoming Governor/President shall appoint one trustee for a four-year term and shall name the Committee Chairperson. Each subsequent Governor/President shall appoint the Chairman and a trustee for a four-year term. The then current Treasurer shall be the third trustee but never appointed as Chairman.

K. The Library Committee shall purchase and distribute Mayflower Five Generation Project Publications, identified in the *Mayflower Quarterly*, to designated libraries, approved by the BOA, as necessary, to maintain up-to-date collections at each library.

L. The Scholarship Committee shall administer the Society Scholarship according to their adopted guidelines and award the scholarship/scholarships during the banquet at the Annual Meeting.

ARTICLE IX: DUES AND FINANCE

SECTION 1. ANNUAL DUES.

A. Annual dues shall be thirty dollars (\$30.00), payable to the Society Treasurer by January 1 of the year for which they apply. Dues not received by January 15 shall result in forfeiture of membership. Notice of such shall be sent to the General Society and the member shall be removed from the Mayflower Quarterly mailing list. In addition, the member shall no longer receive the state newsletter, or notice of meetings or be listed in the state yearbook. For information regarding reinstatement procedures and resignation guidelines to avoid forfeiture, see Article III, Section 5.

B. New members whose papers are approved after October 15 shall not be sent a dues notice. Their dues shall be deemed paid for the year of approval as well as for the year following approval.

SECTION 2. BUDGET. A proposed budget prepared by the Treasurer with the Finance Committee shall be submitted by the Finance Committee to the pre-Annual Meeting of the Board of Assistants/Directors for consideration and recommendations to the post-Annual Meeting of the Board of Assistants/Directors. The final budget shall be adopted by the Board of Assistants/Directors at the post-Annual Meeting.

SECTION 3. AUDIT. The financial records of the Society shall be audited annually prior to the Annual Meeting.

ARTICLE X: COLONIES

SECTION 1. AUTHORIZATION OF NEW COLONIES. The Board of Assistants/Directors may authorize the formation of new Mayflower colonies in the State of Texas.

SECTION 2. ORGANIZATION OF NEW COLONIES. A new colony may be organized where geographically convenient provided there is a minimum of ten (10) active members of the Society seeking formation of a new colony.

SECTION 3. NAME. Each colony shall be named for the town, city, or region in which it is, or was, organized.

SECTION 4. ACTIVE STATUS. To be considered active, a colony must maintain a membership of at least ten (10) members who pay dues to the Society and to the colony, hold at least one meeting a year, and elect new officers not later than May 20 every two (2) years in the odd numbered years. An inactive colony may be reorganized, with the assistance of the Governor/President, when the members in the area can begin to fulfill the requirements as set forth in this Article.

SECTION 5. ELECTED OFFICERS. The elected presiding officer of each colony shall have the title of Colony Governor, and no member shall be elected to this office for more than two (2) terms in succession. Within ten (10) days following the election of new officers, the Colony Governor shall send to the State Recording Secretary and to the Governor/President a list of these officers.

SECTION 6. BYLAWS. Colonies may adopt bylaws provided they do not conflict with the Constitution and Bylaws of the General Society and the Articles of Incorporation and Bylaws of the Texas Society. The bylaws adopted by colonies, and any amendments thereto, shall be sent to and approved by the Bylaws Committee of the Texas Society before becoming final.

SECTION 7. AUTHORITY. Colonies do not supersede the Society, and no colony has the authority to involve the Society in any pecuniary or other obligation.

SECTION 8. COMPACT COPIES. The Society shall furnish copies of the Compact in requested amounts without cost to the colonies. Each colony shall be responsible for its own stationery and any other obligations of the colony.

SECTION 9. MEETINGS. Each colony is encouraged to have a suitable meeting on or near November 21, Compact Day, in observance of the signing of the Compact in the cabin of the *Mayflower* on November 21, 1620, and/or on or near December 21, Forefathers' Day, to commemorate the landing of the forefathers at Plymouth, New England, on December 21, 1620.

SECTION 10. MEMBERSHIP. Each colony shall maintain a roster of active members of that colony. All colony members must be members in good standing in the Texas Society.

ARTICLE XI: SEAL

The seal of the Society shall contain a representation of a sailing vessel of the seventeenth century and around it the name of the Society and the inscription Plymouth 1620 and Texas 1931.

ARTICLE XII: CERTIFICATES, INSIGNIA, ETC.

The membership certificates, insignia, rosette, and flag shall be those selected and approved by the General Society.

ARTICLE XIII: PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised (the most recent edition should be used) shall govern the proceedings of the Society in all cases not provided for in these Bylaws or in the Standing Rules. The Parliamentary Authority adopted by the Society shall be adopted by each colony of the Society.

ARTICLE XIV: AMENDMENTS AND INCREASES

SECTION 1. AMENDMENTS OF BYLAWS. These bylaws may be amended by a two-thirds (2/3) vote of the members present and voting at any Annual Meeting, provided that a copy of the proposed amendment(s) shall have been mailed to each member in the Call to the Meeting four weeks prior to each meeting, so that a minimum of twenty-eight (28) days shall have elapsed between, but not including, the postmark date and the meeting date. Any amendments to the bylaws

of the General Society shall become amendments to the bylaws of the Texas Society without prior notice to the members.

SECTION 2. INCREASE OF ANNUAL DUES. All references to annual dues in these bylaws shall be automatically increased after any increase in General Society per capita dues, by the amount of the increase, to be effective the date the General Society places the increase into effect.

SECTION 3. INCREASES OF MEMBERSHIP FEES AND SUPPLEMENTAL FEES. All references to Membership Fees and Supplemental Fees, except Life Membership Fees, Junior Membership Fees, and Junior Life Membership Fees, in these bylaws shall be automatically increased after any increase in General Society Fees, by an amount equal to the increase, and be effective the date the General Society places the increase into effect.

SECTION 4. INCREASES TO LIFE MEMBERSHIP FEES. All references to the Life Membership Fee and the Junior Life Membership Fee in these bylaws shall be automatically increased after any increase in Texas Society annual dues by an amount in proportion to the increase in state annual dues and be effective the date of the dues increase.

ARTICLE XV: DISCIPLINARY PROCEDURES

SECTION 1. An organization has the ultimate right to make and enforce its own rules and to require that its members refrain from conduct injurious to the organization or its purpose.

SECTION 2. Infraction of rules can fall into two categories according to Robert's Rules of Order Newly Revised. These are offenses occurring in a meeting and offenses occurring other than in a Meeting.

SECTION 3. Offenses occurring in a meeting are obvious to the Society assembled and can be handled by the Governor/President at the time of the occurrence.

SECTION 4. Offenses occurring outside of a meeting are more difficult to establish and prove. In order to consider an offense occurring outside of a meeting, a written account and accusation must be submitted to the Governor/President who then should appoint an ad hoc Disciplinary Committee of five (5) members of the Board of Assistants/Directors to consider the matter. Consideration of the matter must include testimony and evidence of the offense.

The person against whom a charge has been made has the right to appear before the Disciplinary Committee. Should the accusation be filed against the Governor/President, the written account should be submitted to the Deputy Governor. The written account should expedite the resolution of the matter.

A. Types of offenses which will result in disciplinary action include, but are not limited to, the following:

1. Actions of Officers, Committee Chairmen, or Board of Assistants/Directors members which will bring embarrassment to the Society.
2. Engagement in any activity which may reasonably be construed as a conflict of interest.
3. Conviction of a felony or a capital offense.

B. Types of offenses which may result in disciplinary action include, but are not limited to, the following:

1. Failure of an Officer, Committee Chairman, or Board of Assistants/Directors member to carry out the duties of his or her office.
2. Failure to cooperate with the Governor/President or other officers.
3. Failure to follow the rules of the Society.

SECTION 5. Upon the recommendation of the Disciplinary Committee, the matter can be resolved by a vote of the Board of Assistants/Directors in a special meeting convened by the Governor/President according to Article VII, Section 3B, or at a regular meeting of the Board of Assistants/Directors.

SECTION 6. The Disciplinary Committee may recommend to the Board of Assistants/Directors that the member be censured and/or removed from a state or colony elected office.

ARTICLE XVI: DISSOLUTION PROCEDURES

SECTION 1. STATE SOCIETY. Although the period of duration of the Society is perpetual, if for any reason the Texas Society is to dissolve or otherwise terminate, the following procedures shall be used.

A. Dissolution of the Texas Society may be proposed by a two-thirds vote of the Board of Assistants voting in a regularly called meeting of the Board. Notice of the dissolution proposal to the general membership shall be in the manner specified for proposed amendments to the Bylaws. Voting of the general membership shall be by written ballot and a majority of the ballots received shall be required for dissolution of the Society.

B. The Society shall comply with the procedures in the Bylaws of the General Society.

C. All debts of the Texas Society shall be paid.

D. Any property which has been loaned to the Texas Society shall be returned to its owner.

E. Any historical documents, artifacts or any moneys remaining in the Texas Society treasury shall be given to the General Society of Mayflower Descendants or a Mayflower project as determined by a vote of the Board of Assistants. If the General Society of Mayflower Descendants is not in existence, any assets of the Texas Society shall be given to a non-profit organization whose mission is education and the historical documents delivered to a repository appropriate for the materials of the Mayflower era.

F. No moneys shall inure to a member or individual as specified in Section 501 (c) (3) of the Internal Revenue Code or the corresponding section of any future federal tax code.

SECTION 2. DISSOLUTION OF COLONIES. Colonies must have a membership of ten (10) active members to form. If a colony falls below that membership or for any other reason feels it cannot continue to exist, the colony may choose, by a two-thirds vote of members present and voting, to dissolve. If a colony should find it necessary to dissolve, it shall use the following procedures.

A. The Colony Governor shall notify the State Governor of the intent to dissolve.

- B.** All artifacts of the colony shall be delivered to the Texas Society. If the Texas Society no longer exists, the artifacts shall be delivered to the General Society of Mayflower Descendants or, in the case that the General Society no longer exists, shall deliver said artifacts to an appropriate repository or museum.
- C.** All debts of the colony shall be paid.
- D.** Any moneys remaining shall be sent to the Texas Mayflower Fund. If the Texas Society no longer exists, all moneys shall be donated to the General Society of Mayflower Descendants. If the General Society no longer exists, all moneys shall be donated to a 501 (c) (3) organization, chosen by the Colony officers, which has as its main purpose education.
- E.** No moneys or artifacts shall inure to any individual.

STANDING RULES

- 1.** Moneys in the Life Membership Fund and the Texas Mayflower Fund should be invested prudently for the long term, recognizing the needs for safety of principal, annual payments from these funds, and prevention of loss in value over time due to inflation. If needed, securities shall be placed in a safety deposit box in a bank or other appropriate facility by the Treasurer in the name of the Society. The safety deposit box, if there is one, shall be accessible to the Treasurer and to the Governor/President, who are responsible for same, and located in the city of the Treasurer.
- 2.** The moneys of the Society shall be maintained in three separate funds: the Operating Fund, the Texas Mayflower Fund, and the Life Membership Fund. Each of these funds may be maintained in several accounts at different financial institutions as seems appropriate to the Finance Committee.
- 3.** The Texas Mayflower Fund shall be managed with the intent that fund income and part of the fund growth (but none of the gifted principal) shall be available for use by the Society for educational, historical and other purposes consistent with the objects of the Society as listed in Article II of these Bylaws.
- 4.** The budget of the Society may contain an annual donation to a fund or funds of the General Society. The Governor/President, with the Finance Committee, shall recommend the amount and the fund or funds to receive the donation to be voted by the Board of Assistants/Directors.
- 5.** All bank required signature cards shall be signed by the Governor/President, Deputy Governor, and Treasurer. The Governor/President or Deputy Governor shall co-sign all Society financial disbursements with the Treasurer.
- 6.** Prior to each Annual Meeting, a Registration Committee shall be appointed by the host colony.
- 7.** A registration fee of Fifteen dollars (\$15.00) shall be paid by members and a registration fee of Five dollars (\$5.00) shall be by non-members attending the Annual Meeting. This registration fee shall be collected by the host colony to help defray expenses. The host colony of the Annual Meeting shall also receive Three Thousand dollars (\$3,000.00) from the State society to help defray expenses of the Annual Meeting. This monetary assistance from the State to the host colony shall be transferred to the host colony at least eight (8) months in advance of the Annual Meeting in question.

- 8.** The list of new colony officers shall be printed in the yearbook provided the Governor/President and the Recording Secretary have received the list of officers by May 30 in odd numbered years.
- 9.** A record book shall be provided to the Awards Committee to enter the names of recipients of awards.
- 10.** The Texas State Charter and archives are kept in The University of Texas at San Antonio Institute of Texan Cultures. The San Antonio Colony is Custodian of this material. Anyone with memorabilia to be stored in archives should contact the San Antonio Colony for appropriate cataloging and storage.
- 11.** E-mail, while efficient and desirable, is not available to the entire membership. All official correspondence to the entire membership shall be by U.S. Mail.
- 12.** The Board of Assistants/Directors and committee members may, at their option, communicate and conduct business through one of the following methods: mail, e-mail, or telephone.
- 13.** The Society of Mayflower Descendants in the State of Texas shall budget to each colony a yearly sum of Five Hundred dollars (\$500.00). The money shall be used at the discretion of each colony's Education Committee to meet the educational opportunities of its location, as long as it complies with the Society Bylaws Article II (Objects of the Society). Funds can be used to further these objectives by purchasing materials such as: books; videos and related supplies; books for school libraries or children's departments of public libraries; and necessary materials to assist in the presentation of programs in classrooms or communities. Funds may also be used for a scholarship. A colony may reinstate a scholarship upon submission of an appropriate plan to the Education Committee for its approval. Each colony shall keep financial records and shall submit to the State Treasurer an annual report, with receipts attached, verifying the expenditures. If the colony allotment has not been spent in any single year, it cannot be added to the next year's allotment.
- 14.** The Society will acquire and maintain appropriate liability and property insurance for the Society of Mayflower Descendants in the State of Texas
- 15.** All submissions of receipts for expenditures will be sent to the treasurer within six months of the date of the expenditure.
- 16.** Each year the society will recognize monetary and other gifts to the society during the year by including the donor name in the Texas Society newsletter.

*Revised 1 Apr 2006
Amended 31 Mar 2007
Amended 28 Mar 2009
Amended 26 Mar 2010
Amended 2 Apr 2011
Amended 31 Mar 2012
Amended 4 Apr 2013
Amended 29 Mar 2014*

Amended 28 Mar 2015
Amended 2 Apr 2016
Amended 25 Mar 2017