

# **LULAC DISTRICT XXI**

## **BYLAWS**



**APPROVED ON JUNE 24, 2006**

# **DISTRICT XXI BYLAWS**

## **ARTICLE I. NAME**

This organization shall be known as, LULAC District XXI of Texas of the United States of America.

## **ARTICLE II. CONSTITUTION AND BYLAWS**

SECTION 1: The constitution of this LULAC District XXI shall be the constitution of the National LULAC, and these bylaws shall be in all respects subordinate to said constitution, applications, interpretations, and resolutions.

SECTION 2: These District bylaws are in effect a supplement to the bylaws of the National LULAC constitution. Wherein these District Bylaws do not provide for constitutional provision, they shall be in all respects subordinate to the National LULAC constitution, including all its applications, interpretations, and resolutions.

## **ARTICLE III. FISCAL YEAR**

The fiscal year of the LULAC District XXI shall begin on January 1<sup>st</sup> and end on December 31<sup>st</sup>.

## **ARTICLE IV. MEMBERSHIP**

SECTION 1: The District shall be composed of the councils eligible for membership in the National LULAC over whom the District has jurisdiction.

SECTION 2: Each council in good standing in this District, shall have the right to nominate, vote, and express opinions on all subjects before the District.

To attend all membership meetings and express views, arguments, and opinions on all matters and business, including candidate for office, properly before the meeting;

To meet and assemble freely with other members and generally, to participate in the activities of district in a responsible manner, consistent with good conscience in order to preserve and discuss factually and honestly the issues and personalities upon which the membership must base its decisions.

These rights shall at all times be subject to the rules of procedure governing meetings and other uniform rules and regulations contained in the constitution, bylaws and other official rules of the league to include Robert's Rule of Order, Parliamentary Procedure Current Edition.

SECTION 3: A council exercising the foregoing right and privileges shall not take any irresponsible action, which would tend to jeopardize, destroy, be detrimental to either the District, State, or the National LULAC of its legal obligations as a bargaining agent, or interfere with the legal obligations of this District as an affiliate of the National LULAC.

SECTION 4: Violation or abuse of the rights and/or privileges of the District membership or engaging in conduct prohibited by this section shall be considered conduct unbecoming a District member.

SECTION 5: The District shall strive to obtain the objectives as established as the policy of the National LULAC, to maintain free relations with other organizations, to do all in its power to

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strengthen and promote the LULAC organization, to cooperate with the Texas Executive Board Members and the National LULAC Representatives and help promote organizational activities.

## ARTICLE V. DISTRICT MEETINGS

SECTION 1: The scheduling of the LULAC DISTRICT XXI meetings shall be determined by the Executive Board or a majority vote of the District councils. In the event, that it is necessary to deviate from the above schedule, sufficient and proper notice will be given to the councils stating the reasons for the change and inform said councils of the date, time, and place of rescheduled meeting.

SECTION 2: Special meetings may be called after two (2) days notice, except in cases of an emergency by:

- a. Two-thirds ( $\frac{2}{3}$ ) of the Executive Board
- b. The District Director
- c. Written request signed by a majority of the councils.

SECTION 3: One-third ( $\frac{1}{3}$ ) of the council presidents or their duly appointed representative, who is an officer of that council at any meeting shall constitute a quorum for the transaction of any District XXI business.

SECTION 4: The agenda for District meetings shall be in accordance with the agenda of the National LULAC protocol.

SECTION 5: The officers shall take their place and the District Director shall call the meeting to order when a quorum is present.

SECTION 6: The District Director shall declare the meeting duly convened and qualified to consider and transact any business, which may come before this Board.

The District Director shall invite the chaplain to lead the council in the official LULAC prayer.

The District Director shall then lead the council the Pledge of Allegiance to the Flag of the United States of America.

SECTION 7: Any council president or member who attends a duly convened meeting in an intoxicated condition and/or creates a disturbance, or becomes unruly to the detriment of the Board's ability to conduct business, shall lose voice and his/her right to vote at the meeting.

Where necessary to maintain order, the president or member may be evicted from the meeting by order of the District Director, subject to challenge of the Executive Board.

Flagrant or persistent violation of this section by any council shall be conduct unbecoming a LULAC council member.

SECTION 8: All questions of Parliamentary nature shall be decided by Robert's Rules of Order, Parliamentary Procedure Latest Edition.

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## ARTICLE VI. POWERS OF ADMINISTRATION

### SECTION 1: Regular Order of Business

1. Roll call of all officers/all attendees sign Attendance Record
2. Reading of Minute for previous meeting
3. Report of officers and committees
4. Old business
5. New business
6. Good and Welfare of the League
7. Closing

## ARTICLE VII. DELAGATION OF POWER

SECTION 1: The Executive Board is the highest authority of the District and shall be empowered to take or direct any action, as long as it is consistent with the constitution or bylaws of the national organization.

SECTION 2: Between District meetings, the District Director shall be the highest authority of the District. He shall be empowered to act on behalf of the District to the extent of urgent business that requires prompt and decisive action subject to subsequent Executive Board approval but the District Director may not take action affecting the vital interest of the District without prior approval of the majority of the councils.

SECTION 3: Between meetings of the Executive Board, the District Director shall have general administrative authority and shall be empowered to act on behalf of the District and take action permitted to the District Executive Board subject to subsequent approval of the District Executive Board.

## ARTICLE VIII. DISTRICT OFFICERS

SECTION 1: The District shall have the following elected executive officers.

1. District Director
2. Deputy District Director
3. Immediate Past District Director
4. Deputy District Director of Youth
5. Deputy District Director of Young Adults
6. Treasurer
7. Deputy District Director for Women
8. Deputy District Director for the Elderly

SECTION 2: These officers shall be nominated and elected in accordance with the rules of the National LULAC constitution.

SECTION 3: If a vacancy of any position, other than District Director, should occur, a special election shall be held without undue delay. The procedures for such an election shall be in accordance with the National LULAC constitution.

SECTION 4: In the event that a vacancy of the position District Director should occur, the Deputy District Director shall fill the position until the next District Convention shall take place.

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## **ARTICLE IX. DELEGATION RESPONSIBILITY**

SECTION 1: The Executive Board shall consist of the elected Executive Officers and the presidents of each council or their duly designee officer or council.

SECTION 2: The Executive Board shall direct payment of ordinary and necessary bills and expenses of the District.

SECTION 3: The Executive Board shall report all disbursements at the next District meeting.

SECTION 4: Minutes shall be recorded at all executive board meeting by the recording secretary and shall be available to the councils at the District meetings or upon request.

SECTION 5: Every council in the District shall be represented by the council president or designee officer of the council with the voice and vote on the District Board.

## **ARTICLE X. ELECTIONS**

SECTION 1: Election for District Officers shall be conducted in accordance with the National LULAC constitution.

SECTION 2: The District Director shall have the power to appoint the committee chairpersons.

SECTION 3: The District Director shall have the power to appoint the recording secretary for the District.

SECTION 4: The District Director shall have the power to appoint the District Parliamentarian.

SECTION 5: The District Director shall have the power to appoint the Sergeant at Arms.

SECTION 6: The District Director shall have the power to appoint the Chaplain.

## **ARTICLE XI. COMMITTEES**

SECTION 1: The standing committees of the District shall be as follows:

1. Elections
2. Constitution and Bylaws
3. Education
4. Community Services
5. Civil Rights
6. Citizenship and Legislative
7. Consumer Affairs
8. Veterans
9. Women's and Senior Citizens Issues

SECTION 2: All committee members shall serve with the approval of the Executive Board. These committees shall perform all duties assigned to them by the constitution and bylaws and such additional duties as they may be directed to perform from time to time by the Executive Board.

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SECTION 3: A standing election committee shall serve for two years to supervise all elections for District officers.

## **ARTICLE XII. FINANCES**

SECTION 1: Delegates duly elected and/or appointed with the approval of the Executive Board to represent the District in matters concerning District issues, may be compensated for expenses of transportation or lodging.

SECTION 2: Per Diem shall be paid to all duly elected and/or appointed delegates for meetings requiring extended hours.

SECTION 3: In the events that transportation, lodging and meals shall be such that they constitute a hardship to the representatives, all receipts shall be presented to the Executive Board for consideration for compensation.

SECTION 4: The District Secretary shall be given an office operation allowance monthly for stationary, postage, and other necessary expenses.

SECTION 5: All officers, committee members or other participants handling funds or other property of the District shall at the completion of their duties turn over all papers, receipts, documents, funds, and/or property to the duly designated officers. A receipt shall be signed by two officer's indication receipt of the aforementioned articles.

## **ARTICLE XIII. ATTENDANCE**

SECTION 1: All District Executive committee officers and members of the Executive Committee must attend two(2) of every three(3) Executive Board meetings, unless properly excused; in order to hold his/her District office or position.

SECTION 2: All committee members must attend two(2) of every three(3) Executive Board meetings, unless properly excused; in order to hold his/her District office or position.

## **ARTICLE XIV. DELEGATES**

SECTION 1: All delegates to the District, State and National Conventions shall be chosen in accordance with the process designated by the National LULAC Constitution.

SECTION 2: Delegates to the District, State and National Conventions shall be entitled to compensation according to the previously mentioned bylaws.

## **ARTICLE XV. GENERAL**

SECTION 1: Written notice of all Executive Board meetings shall be given seven(7) to ten(10) days before said meetings. All District members are invited to attend and encourage to present issues of interest at Executive Board meetings. Only District elected officers; council presidents or their duly designee council elected officer shall be allowed to vote.

SECTION 2: No business for the District shall be conducted without prior discussion and approval by the Executive Board.

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SECTION 3: No business shall be conducted with entities outside of the jurisdiction of the District without prior discussion and approval, of the Executive Board. In the event that there is insufficient time to convene a meeting of the Executive Board, only the District Director shall speak on behalf of the District with said entities.

SECTION 4: No alliance shall be entered into by any member of the District without prior discussion and approval of the Executive Board.

SECTION 5: No member shall use their association with LULAC for personal financial gain, which is not of equal financial gain for the local council and/or District. Detailed records and account of all transactions shall be presented in writing to the District after said event.

### **ARTICLE XVI. COMPLAINTS**

SECTION 1: Charges must be specific order to be filed under the provisions of the National LULAC Constitution and the District XXI Bylaws. The charges must specifically set forth the nature of the alleged offense citing the article, section and sub-section where applicable.

SECTION 2: Charges, which are based on broad generalities, such as conduct unbecoming, shall cite specific offense or offenses with the dates of said offenses, names of witnesses, and names of all parties involved.

SECTION 3: All complaints shall be given to the Secretary ten(10) days prior to the monthly District Executive Board meeting for inclusion in the agenda.

SECTION 4: Any charges brought against any member for poor judgment, misappropriation of materials and/or monies of activities detrimental to LULAC, shall be notified by the Secretary seven(7) days prior to the Executive Board meeting.

SECTION 5: Any serious substantiated charges on any member of LULAC District XXI of any position and/or rank who mismanages LULAC District XXI monies and/or another LULAC District XXI properties shall be immediately suspended from his/her position until the District Executive Board can investigate and/or act on the said charges during the investigation.

### **ARTICLE XVII. APPEALS**

SECTION 1: If a member wishes to appeal the Executive Board's rulings, the member may request a hearing to appeal said decision by pulling in writing his/her extenuating circumstances and requesting a hearing by the District Civil Rights Committee and the Parliamentarian.

SECTION 2: The member requesting an appeal review, shall be notified of said review meeting ten(10) days prior to the meeting.

### **ARTICLE XVIII. AMENDMENTS AND APPEALS OF ARTICLES**

SECTION 1: All amendments and appeals must be submitted in duplicate to the Executive Board at least thirty(30) days prior to the next Executive Board Meeting.

SECTION 2: After a review of the aforementioned amendment or appeal by the Executive Board of the District XXI, a decision on such amendment or appeal shall be rendered by such Board in no less than thirty(30) days and no more than sixty(60) days.

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SECTION 3: A total of two-thirds( $\frac{2}{3}$ ) of the members of the Executive Board present at the meeting will be required to approve an amendment to an article of the bylaws.

SECTION 4: A simple majority of fifty percent(50%) and one of the members of the Executive Board present and voting at the meeting will be required to add an article to the bylaws that is not in conflict with an existing article.

SECTION 5: Three-fourths( $\frac{3}{4}$ ) of the members of the Executive Board present at the meeting will be required to appeal an existing article.



Approved and signed in the City of Fort Worth on June 24<sup>th</sup>, 2006 by the members of the LULAC District 21 Executive Board:

DISTRICT DIRECTOR:	Hector R. Carrillo	
DEPUTY DISTRICT DIRECTOR:	Lee Saldivar	
TREASURER:	Mary Hernandez	
SECRETARY:	Emily Avila	Council 4554 President
COUNCIL PRESIDENTS:	Ernest Mackey	Council 4582 President
	Ruth Gonzalez	Council 4828 President
	Susie Carranza	Council 4829 President

ORIGINAL SIGNATURES CAN BE PROVIDED ON REQUEST  
ORIGINAL SIGNATURES ARE FOLLOWED