

West Texas Agricultural Chemicals Institute Bylaws

WEST TEXAS AGRICULTURAL CHEMICALS INSTITUTE
Amended August 2000

ARTICLE 1. NAME

The name of this organization shall be the West Texas Agricultural Chemicals Institute.

ARTICLE II. ARTICLES OF ORGANIZATION

Section 1.

The organization exists as an unincorporated organization of its members. Its articles of organization comprise these bylaws; as from time to time amended, and its articles of organization, if any. In the absence of separate articles of organization, the bylaws shall be deemed to be the articles of organization, these bylaws shall govern.

Section 2.

In the event of the dissolution of the organization, its assets shall be distributed for one or more of the exempt purposes specified in Section 501 (C) (3) of the Internal Revenue Code of 1954 as from time to time amended.

ARTICLE III. OBJECTIVE

The objective of the Institute shall be to promote educational programs pertaining to all aspects of agricultural chemicals, their safe use and environmental stewardship by sponsorship of scholarship awards, the agriculture chemicals conference and other educational activities.

ARTICLE IV. MEMBERSHIP, DUES AND SCHOLARSHIP FUND

Section 1. Membership.

The membership of the West Texas Agricultural Chemicals Institute shall consist of individuals, or representatives from each firm or organization contributing financially. therefore, membership is open to any individual, business or professional group interested in improving educational programs relating to agricultural chemicals and their safe use.

Section 2. Dues.

- A. Annual membership dues will be paid as registration fees at the Annual Chemical Conference. The registration fee will be set by the Board of Directors as is deemed necessary for the continuation of the Institute. Payment of annual registration fees allows for voting privileges.
- B. Money collected shall be used to pay expenses of the Agricultural Chemicals Conference and promote educational programs of interest to the West Texas agricultural chemical industry.
- C. A designated scholarship fund will be established by the Institute to partially support study by university agricultural related students.
 - 1. The Scholarship fund will be supported by an apportionment of the registration fees collected at the annual conference each year and by interest income from the scholarship endowment. The apportionment will be voted on by the board at a regular business meeting. Scholarship(s) will be awarded at the annual conference each year. The number of scholarships awarded will be determined by the board based on the number of qualified applicants and the amount of money apportioned by the board.
 - 2. The scholarship committee will review applications received from potential candidates. The committee will submit for board approval those candidates which have met the qualifications established in subsection (3).
 - 3. Eligible candidates will be an undergraduate student with more than 30 hours and classified as at least a sophomore or a graduate student majoring in a degreed agricultural related discipline with a 3.0 grade point average on a 4.0 scale. The candidate(s) must also be enrolled at one of the following six original institutions: Abilene Christian University, Angelo State University, Lubbock Christian University, Sul Ross University, Texas Tech University or West Texas A&M University. In addition to those students attending the original six universities, other students eligible include sophomore, junior, or senior students majoring in agriculture, who are reared in West Texas and are going to any other university (West Texas is defined as the geographical area of Texas west of a line from Wichita Falls to Del Rio). Criteria for eligibility in addition to those listed in the bylaws will be developed by the scholarship committee.
 - 4. Scholarship(s) will be awarded at the Annual Chemical Conference each year. The number of scholarships awarded will be determined by the scholarship committee based on the number of qualified applicants and the amount of money available in the scholarship fund.

ARTICLE V. OFFICERS AND THEIR ELECTION

Section 1. Officers and Board of Directors.

- A. The officers of this Institute shall consist of a president, vice-president, treasurer and secretary. These officers must be elected from the Board of Directors with only the president not allowed to succeed himself in office.
- B. A board of directors will consist of 12 members. One third of the directors will be elected each year, and each director will serve a three-year term. The board membership will be proportioned so that two-thirds of the membership will be employed by commercial entity and one-third by government supported institutions. The members from institutions shall be employed by commercial entity and one-third by government supported institutions. The members from institutions shall include one member each from Texas Tech University, The Texas Agricultural Experiment Station, The Texas Agricultural Extension Service and an employee of another governmental agency. A board member must be active and attend at least 75% of the scheduled board of director meetings. Failure to attend the scheduled board of director meetings can result in the removal of the person from the board by a majority vote of the entire board of directors.
- C. The officers will be elected by the Board of Directors immediately following the annual business meetings conducted at the annual Agricultural Chemicals Conference.
- D. The immediate past president will serve for one year as a member of the Board of Directors.

Section 2. Advisory Committee.

The advisory committee will consist of five persons including: members nominated and appointed annually by the board from Texas Tech University, The Texas Agricultural Experiment Station, The Texas Agricultural Extension Service and an advisory member at large appointed by the board. The advisors will serve as liaisons between their respective organizations and the board of directors. The fifth member will be a professional in agricultural communications to advise board members on publicity. The communications advisor will provide contact between the Institute and the media and will advise directors on communication of the Institute's business to the public. Members of this committee will not have a vote on the board of directors, will not make policy for the Institute, or serve as the chairperson of any committee. Advisors must attend 50% of the regularly scheduled meetings. Failure to attend the scheduled meetings can result in the removal of the person by a majority vote of the entire board of directors.

Section 3. Vacancies.

Whenever a vacancy occurs in the officers or Board of Directors other than from the expiration of a term of office, the remaining directors shall appoint a member of the Institute to fill the vacancy on the Board of Directors and then elect a replacement of the vacant office if there is one until the next regular meeting of the Institute.

Section 4. Meetings and Quorum.

- A. The officers of the Institute shall meet upon call by the president at a time and place designated by him.
- B. A quorum shall consist of the majority of the Board of Directors for the enactment of business.

ARTICLE VI. DUTIES OF OFFICERS

Section 1. The President.

The president shall preside over all meetings of the officers and/or the members, shall have general superintendence of the affairs of the Institute and shall perform such other duties as are incident to the office or are imposed upon him/her by the membership, officers or directors. The president shall have the power to call special meetings of the officers, directors and/or membership. The president shall also serve as the ex-officio member of all committees. The president in consultation with the vice-president shall appoint the chairperson for all committees including the scholarship committee and nominating committee.

Section 2. Vice-president.

It shall be the duty of the vice-president to perform the duties of the president in his/her absence. It will be the duty of the vice-president to serve as the educational director for the Institute. The vice-president will chair the program development committee and direct the members of the committee in the organization and presentation of the annual conference.

Section 3. Treasurer.

It shall be the duty of the treasurer to perform the duties of the vice-president at such times as the vice-president may be absent. It shall be the duty of the treasurer to serve as financial officer for the Institute, to receive, hold and disburse all funds belonging to the Institute. He/She shall make a full financial report at each meeting of the officers and/or committee's activities in raising the necessary funds to finance the Institute's operation.

Section 4. Secretary.

It shall be the duty of the secretary to keep accurate minutes of all meetings of the officer, directors and/or membership, to keep an up-to-date roll of officers and directors, to attend to all correspondence, to receive and keep properly filed all important communications and reports, to distribute all literature to the members and to make regular reports to the president.

ARTICLE VII. MEMBERSHIP MEETINGS AND QUORUM

Section 1. Annual Meeting.

An annual meeting of the membership of this Institute shall be held during the Agricultural Chemicals Conference; however, special meetings may be called by the president for the transaction of important business between the conferences.

Section 2. Quorum.

A quorum of the membership to transact business shall consist of a minimum of 20% of the membership providing that notice of the business meeting was given three weeks in advance to the entire membership. A simple majority shall be required to carry a vote.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

Robert's Rules of Order shall govern this Institute in all cases in which they are applicable.

ARTICLE IX. AMENDMENTS

These bylaws may be amended at any regular or special meeting or by mail ballot, of the voting members by the affirmative vote of a majority of the voting members present or responding by written ballot. No amendment to the bylaws shall be verbally passed, however, unless notice in writing to the effect that the same will be voted upon has been mailed to the address of each officer and director and members of the Institute at least three weeks prior to the date set for the meeting. Ballots by mail require no advance notice, however, at least a three-week response time will be required.