



# Children of the Republic of Texas

## **Bylaws 2020**

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# BYLAWS

Revised in Convention August 1, 2020

## ARTICLE I – MEMBERS

### SECTION 1. Classes of Members

- A. **Chapter Members:** Chapter Members are members of chapters. They have the right to attend chapter and annual meetings, make motions, debate and vote.
- B. **Members-at-Large:** Members-at-Large are not members of chapters but they have the right to attend annual meetings where they may make motions, debate and vote.
- C. **Associate Members:** Chapters may have Associate Members if permitted in their Bylaws. These are children who are ineligible for membership in CRT, but whose deep interests in the objectives of CRT render them acceptable as associate members, without the privilege of making a motion, voting, or serving as a general officer or at the district level. They shall pay only chapter dues. These bylaws and chapter bylaws govern the level of participation of associate members. Such participation may include serving on a chapter committee or serving as a chapter officer other than as chapter president, chapter registrar, or chapter treasurer. They may attend the annual convention for the rate of the convention registration and meals.

### SECTION 2. Eligibility for Membership

- A. Any child under twenty-one (21) years of age, provided he/she is a lineal descendant of a man or woman who meets the proof of eligibility in Article I, Section 3.
- B. The applicant must furnish legal proof (certified copy) of his or her lineal descent from a man or woman who served the Republic of Texas in any of the capacities accepted by The Daughters of the Republic of Texas. (See DRT Manual of Procedure, hereinafter referred to as “MOP”, Membership section, Membership Application Preparation.)

### SECTION 3. Proof of Eligibility

- A. Proof submitted by an applicant shall include documentation of his/her lineal descent from his/her male or female Republic of Texas ancestor who served in the cause of independence before Statehood. All information on the application shall be documented. The applicant must furnish acceptable proof of his/her descent from an ancestor who served in any of the following capacities:

- B. As a loyal resident or colonist, male or female, regardless of age, who established residence in The Republic of Texas prior to February 19, 1846. The time period for “residence” shall be the beginning of the Spanish Colonial Period in 1820 and shall include both colonists and native residents during this period. “Loyal” shall be interpreted to mean that he or she had not been proven disloyal.

#### **SECTION 4. Application for Membership**

- A. **Application to a Chapter:** The applicant may apply for membership in a chapter according to that chapter’s bylaws.
- B. **Application for Member-at-Large:** An applicant not wishing to affiliate with a chapter shall be known as a Member-at-Large upon his/her approval to membership.
- C. **Approval:** All applications must be approved by the Registrar General. When eligibility of an applicant is questioned, the applicant may request a review and decision by the Membership Committee. The eligibility of the member shall be determined by a majority vote of the Membership Committee. If the application is rejected, the applicant's papers, including proofs and dues, shall be returned. The examination fee shall be retained by CRT.
- D. **Ownership of Application Papers:** All approved application papers and the proof of lineage submitted with them become the property of DRT and shall not be taken from the permanent membership file.
- E. **Application Time Limit:** After an application for membership has been submitted, there may be additional documentation required to prove lineage or service. The applicant shall have two years from the date of original submission to respond to the documentation requests. After the expiration of the two years, the dues payment shall be returned.

#### **SECTION 5. Transfer to DRT/SRT**

- A. Any female member of CRT is eligible for transfer to DRT at any time after her sixteenth (16<sup>th</sup>) birthday but before her twenty-first (21<sup>st</sup>) birthday without payment of initiation fee, subject to being accepted by a chapter or as a Member-at-Large. Such a member has the option of becoming a dual CRT-DRT member until her 21<sup>st</sup> birthday.
- B. A male member of the CRT is eligible for a Junior Membership (under 18) or a Regular Membership (18 or over) to the Sons of the Republic of Texas.

#### **SECTION 6. Supplementals**

Supplemental ancestral lines may be established by completing application papers for each ancestor.

## **SECTION 7. Closure of a Line**

- A. In the event that information becomes available that calls into question the validity of a line or ancestor, the Registrar General shall review the information. If she judges the information sufficient to invalidate the line or ancestor, she shall present the documentation to the Membership Committee. If a majority vote of the Membership Committee deems the line or ancestor unsupported the Registrar General shall begin the process of closing the line.
- B. The Registrar General shall notify all current members who have had an application approved on the lineage or ancestor. This notice shall contain all of the documentation that refutes the lineage or eligibility of the ancestor. Those members shall be given sixty days to provide acceptable documentation proving the validity of the line or ancestor.
- C. The Registrar General and the Membership Committee shall consider any additional information presented. The Membership Committee will vote whether to close the line or ancestor to further applicants. The Registrar General, who chairs this committee, is allowed to vote on this matter. These findings will be reported to the CRT Director and CRT BOM.
- D. The Registrar General shall notify those current members affected by the action. A former member of a closed line, with no other eligible ancestors approved, may not be reinstated, but instead will be considered a new applicant.
- E. A member whose line or ancestor has been closed shall retain all rights of membership unless it is determined that fraudulent documents have been presented by an applicant to establish lineage or eligibility of an ancestor, in which case the individual shall forfeit his/her membership and be ineligible to reapply.

## **SECTION 8. Discipline or Termination for Cause**

- A. Ethical, honest, and legal behavior is expected from all members. Failure to conform to those behavioral standards may result in disciplinary proceedings as defined in the Parliamentary Authority as specified in Article XIII, or if appropriate, may result in filing civil or criminal proceedings.
- B. The BOM shall have the authority to determine what action, if any, should be taken. The BOM by a 2/3 vote may censure or suspend a member, remove him/her from office, or terminate his/her membership following the procedures in the Parliamentary Authority. If the member is being disciplined over a financial matter, he/she may be ordered to pay restitution; otherwise, no financial penalty may be assessed by the BOM.

# **ARTICLE II - FISCAL YEAR AND FEES**

## **SECTION 1. Fiscal Year**

The fiscal year of the CRT shall be from June 1 through May 31 inclusive.

## **SECTION 2. Fees**

- A. **Application Papers:** There shall be a charge of \$10 per application papers made payable to the **Children of the Republic of Texas (or CRT)** by DRT chapters.
- B. **Initiation Fee:** An initiation fee of \$15 made payable to the **Children of the Republic of Texas (or CRT)** shall accompany each application for membership.
- C. **Supplemental Lines:** Supplemental lines may be established by submitting an application in duplicate, for each ancestor, accompanied by a fee of \$15 made payable to the **Children of the Republic of Texas (or CRT)**.
- D. **Registration Fee for Convention:** The registration fee for attending the annual Convention shall be established by the convention planning committee. The registration fee for a member to attend the annual Convention shall not exceed \$20 paid at least 15 days prior to the Convention, plus an additional \$10 if paid thereafter, unless a higher fee is approved by the BOM.
- E. **Service Charge:** A \$30 service fee shall be charged for all returned checks.

# **ARTICLE III – OFFICERS**

## **SECTION 1. Officer Positions**

**General Officers Elected at Convention:** These Officers General are elected by the membership at Convention: President General, First Vice President General, Second Vice President General, Third Vice President General, Chaplain General, Recording Secretary General, Corresponding Secretary General, Treasurer General, Registrar General, Historian General, Custodian General, Parliamentarian General and Retiring President General.

## **SECTION 2. Term**

The term of all officers listed in Section 1 shall begin at the close of the Convention at which they are elected. All terms shall be for one year or until their successors are elected or appointed. Officers other than the President General may succeed themselves for one term. An officer who has served more than half a term shall be considered to have served one term.

## **SECTION 3. Reimbursement**

Any officer seeking reimbursement for expenses incurred during term must have pre-approval from the CRT Director.



#### **SECTION 4. Responsibilities**

Officers shall perform, but not be limited to, the duties specified in the Texas Business Organizations Code, CRT's Charter, these Bylaws, the MOP, and the Parliamentary Authority. Officers shall comply with the policies specified in the MOP.

#### **SECTION 5. Transfer of Officer Records**

Each Officer General shall deliver to his/her successor all records and information at the close of business Saturday after the business meeting.

#### **SECTION 6. Vacancies**

- A. A vacancy in the office of President General shall be filled by the First Vice President General.
- B. A vacancy of any other Officers General positions shall be filled by the President General, subject to ratification by the BOM. Such ratification may be taken by email vote of the BOM.

#### **SECTION 7. Unexcused Absences**

Should a member of the BOM be absent from two meetings without first notifying the CRT Director with a valid excuse, the office shall be automatically vacated.

## **ARTICLE IV – DUTIES OF OFFICERS**

#### **SECTION 1. General Duties**

- A. Each officer shall submit a BOM Report for every meeting of the BOM no later than ten (10) days prior to the scheduled meeting.
- B. Each officer shall develop and submit a state project and submit to the CRT President General and the CRT Director no later than July 10<sup>th</sup>. Each officer shall prepare participation certificates according to officer's project and distribute those at the time the report is given.
- C. Each officer shall make an annual report listing all meetings attended and any work done in connection with his or her office. The report shall be sent via email ten days prior to convention to the CRT President General, CRT Director, the DRT Annual Proceedings Chairman, the DRT Recording Secretary, and the CRT Recording Secretary to be filed with the CRT minutes for the *Annual Proceedings* report. Four (4) copies should be brought to convention for distribution as well.

## **SECTION 2. CRT President General**

The CRT President General shall have general supervision of the Association with the guidance of the CRT Director; shall preside at all meetings of the BOM, the Executive Committee, and at the Convention; shall be ex-officio member of all committees, except the Nominating Committee, and shall appoint all committees, except the Nominating Committee. The CRT President General shall serve as Convention Chair, and shall have general supervision over arrangements for all meetings of the BOM, the Executive Committee, and the general assembly under the supervision of the CRT DIRECTOR, and invite special guest(s) to meetings and/or Convention, if deemed necessary by the CRT President General and the CRT Director (Example of Special Guest(s) may include: DRT President General and BOM, SRT President General and BOM, local civic leaders and special guest). The CRT PG if desired may present a small gift to the BOM and/or pages or any others deemed necessary at his/her expense. The CRT Convention shall provide him/her lodging for the Friday night of annual convention.

## **SECTION 3. CRT Vice Presidents General**

The Vice Presidents General shall preside in their numerical order when the President General is unable to do so. Should the office of President General be vacated, the Vice Presidents Generals shall be offered the office in their numerical order. The CRT BOM shall fill the vacancy thus occurring.

## **SECTION 4. CRT First Vice President General**

The First Vice President General shall serve as aide to the President General and shall coordinate and arrange the annual CRT Silent Auction held during the Annual Convention. The 1<sup>st</sup> VPG shall be responsible for communicating with the CRT Director, DRT District Representative/Convention Co-Chair the supplies needed for the silent auction, including room size, calculators, pens, tables and chairs and shall appoint the appropriate tellers needed. They shall have auction forms prepared prior to the convention.

## **SECTION 5. CRT Second Vice President General**

The Second Vice President General shall chair the Extension Committee and shall supervise and encourage the organization of new chapters. The 2<sup>nd</sup> VPG shall also arrange and supervise the Hospitality Suite during the CRT Convention with the assistance of the DRT Host chapters. The 2<sup>nd</sup> VPG shall communicate with the DRT District Representative/Convention Co-Chair no later than January 1 of the term to start coordinating the suite.

## **SECTION 6. CRT Third Vice President General**

The Third Vice President General shall chair the Ways and Means Committee and assist the 1<sup>st</sup> VPG with the Silent Auction.

## **SECTION 7. CRT Chaplain General**

The Chaplain General shall open and close all meetings of the Board of Management with a prayer, arrange for and preside at the Memorial Service at the Convention; keep a record of the deaths of all members and write to the bereaved families; and maintain a Book of Memory by preserving articles concerning the deceased members.

## **SECTION 8. CRT Recording Secretary General**

- A. The Recording Secretary General shall record the minutes of the BOM, the Executive Committee, and the Annual Convention. A copy of all the minutes shall be sent to the CRT DIRECTOR and the President General within fifteen (15) days of a said meeting for proofing.
- B. All minutes of all meetings shall be kept in the official CRT Officer General Notebook and shall be given to the incoming Recording Secretary General, the incoming CRT President General, and to the CRT DIRECTOR so that they may be filed in the archives at DRT Headquarters. The Recording Secretary General shall strongly be encouraged to digitally record all meetings in order to assure proper minutes are taken. In the event the Recording Secretary General is not able to attend a meeting, the CRT DIRECTOR shall be notified a minimum of seven (7) days in advance so proper arrangements may be made for an officer to take minutes.

## **SECTION 9. CRT Corresponding Secretary General**

The Corresponding Secretary General shall conduct all correspondence of the Association as authorized by the President General and the BOM, which shall include but not be limited to birthday greetings, congratulations, etc. All notes and other important information from the term shall be kept in the official CRT Officer General Notebook and be given to the incoming officer. If seeking reimbursement for supplies and postage, all receipts must be turned into the CRT Director.

## **SECTION 10. CRT Treasurer General**

The Treasurer General shall give a report of all receipts and disbursements of all CRT monetary accounts at every CRT BOM meeting and the CRT Annual Convention as prepared by the CRT DIRECTOR. The Treasurer General shall keep in communication with the CRT DIRECTOR and shall review the reports seven (7) days prior to a meeting or convention and shall then have copies of the reports available for distribution. The Treasurer General shall assist in the leadership of the CRT Sales Table at District Workshops and DRT and CRT Conventions.

## **SECTION 11. CRT Registrar General**

The Registrar General shall maintain a correct membership roster and shall work in conjunction with the CRT Registrar General of the DRT who handles CRT applications. Information on members aging out, chapter transfer and transfers from the CRT to DRT/SRT

shall be obtained from the CRT Registrar General of the DRT so a membership update report may be given at the Annual Convention. The Registrar General shall also serve as chairman of the Credentials Committee during the Annual Convention and be responsible for gathering credential information prior to the start of the business meeting from the Convention Registrar.

#### **SECTION 12. CRT Historian General**

The Historian General shall maintain a history of the Association by creating an Annual State Scrapbook. They shall include photos, publicity, and memorabilia along with articles of interest of CRT activities from the year. Starting with the annual election of officers through the DRT Annual Convention, CRT chapters should be solicited and encouraged to submit scrapbook pages with exact specifications for the scrapbook being created. This scrapbook shall be on display during Annual Convention. The Historian General shall also serve as the Chair of the Annual CRT Chapter Scrapbook Contest and Judging Committee. With the assistance of the CRT Director he/she shall appoint three to five (3-5) DRT/SRT members who will be in attendance during the Annual Convention where judging will take place at a time and place to be announced. The CRT Director shall provide ribbons to prepare for the top three (3) winners in each judging category prior to arrival at the Annual Convention, as well as providing an ample amount of judging forms and pens.

#### **SECTION 13. CRT Custodian General**

The Custodian General shall be entrusted with the care of all properties belonging to the CRT. Said properties include a United States flag, a Texas flag, the CRT flag, three (3) flag bags, and three (3) flag bases. The flags and bases shall be at the Annual Convention and all BOM meetings.

#### **SECTION 14. CRT Parliamentarian General**

The Parliamentarian General shall attend all Meetings of the BOM, the Executive Committee, and the Convention, and shall advise on parliamentary procedure, interpret bylaws in question, point of order, point of information, and protocol. He/she shall serve as the Chair of the Bylaws Committee and shall appoint the Committee upon confirmation of the CRT President General and the CRT Director. It is recommended to have the assistance of at least two (2) DRT members on the committee. The Parliamentarian General shall also work in conjunction with the CRT Director to arrange for a Registered Parliamentarian to be present at the Annual Convention Business Meeting. The Parliamentarian shall review all chapter bylaws in order to assure all chapter bylaws are in accordance with CRT and DRT.

#### **SECTION 15. CRT Retiring President General**

The Retiring President General shall attend all meetings of the BOM and the Convention. He/she shall serve as an advisor and resource to the President General and BOM. He/she shall serve as needed upon the request of the President General for special assignments or committees. He/she shall prepare and present the Annual Convention Resolution near the conclusion of the convention. The Retiring President General shall also be responsible for the Member *Aging Out Ceremony* should any names be submitted by chapters for such

members.

## **SECTION 16. CRT DIRECTOR**

- A. The CRT Director shall serve as Ex-Officio member and shall advise all CRT committees. She shall receive and approve officer nomination applications and secure impartial judges for the Roth Trophy, Rash Trophy, Haltom Trophy, Aaron Lee Evan Noack Scholarship, Melody Harris Horn Pearson Scholarship and scholarship award applications.
- B. The CRT Director shall work with the CRT President General and the appropriate District Representative to arrange for the annual CRT Convention, which shall be the weekend after Father's Day weekend, and arrange CRT BOM meetings. She directs the chartering ceremonies for new CRT chapters and handles the day-to-day business and correspondence of CRT. She shall report the exact charter dates of any and all new CRT chapters to DRT Headquarters as soon as possible after said chartering ceremony.
- C. The CRT Director shall advise the BOM and general membership on protocol and procedure. She shall not guide the members on how to vote on any matter regarding the organization.
- D. The CRT Director shall contact a CRT chapter when it falls below five members. She shall inform its District Representative and the BOM if the chapter does not increase to at least five (5) members within a year or if its members prefer to transfer to another chapter or to member-at-large during the current fiscal/dues year.
- E. The CRT Director shall be in charge of the selection and instruction of pages for DRT Convention. All pages shall be members of the CRT. She shall work in conjunction with the DRT President General as to her selection of her own personal CRT page.
- F. The CRT Director shall be an authorized signatory on a checking (general operations fund) and savings (scholarship fund) accounts for the CRT, opened by the DRT Treasurer General; she shall pay all expenses from the CRT General Fund.
- G. The CRT Director shall provide quarterly reports to the DRT Treasurer General on both accounts, including copies of check stubs written for the month and their purpose (See Expenditures Report Form).
- H. Copies of each deposit slip with explanation for cash and each check i.e. sales, application fees, donation to President General's project, donation to general fund, donations from chapters or individuals for Silent Auction at CRT Convention, etc. (See Receivables Report Form).
- I. All scholarship money is to be deposited into the CRT Money Market Account (scholarship fund) as the money is contributed or raised.

- J. The CRT Director shall have her CRT Committee audit the accounts before the books are turned over to the incoming CRT Director, and she shall act as liaison between CRT and DRT on all matters. The CRT Director shall submit a report for all DRT BOM meetings. She shall attend all meetings of the CRT BOM, the CRT Executive Committee and the Association. She shall be an ex-officio member of all committees.
- K. The CRT Director shall secure the President General's sash and pin to be presented to the incoming President General.

## **ARTICLE V - MEETINGS**

### **SECTION 1. Date and Time**

The Annual Convention shall be held the weekend after Father's Day. The President General shall be the Chairman of the Annual Convention with the guidance and supervision of the CRT Director and the DRT District Representative of the host district or designee.

### **SECTION 2. Activities**

- A. Purpose
  1. To receive reports of officers and committee chairs,
  2. To adopt a budget,
  3. To present awards, and
  4. To conduct any other business that may arise.
- B. Business of Conventions in even-numbered years may include amendment of Bylaws.
- C. Programs shall promote furtherance of the objects of the organization.

### **SECTION 3. Call**

The Call to the Annual Convention shall be distributed no less than 45 days prior to the opening of the convention. In even-numbered years the Call shall include the proposed amendments to the bylaws.

### **SECTION 4. Quorum**

A majority of the members ten (10) years of age and older registered as participants for the Annual Convention.

### **SECTION 5. Voting**

Every member as defined in Article I, Section 1 A-B, shall be entitled to vote, if

present. No member shall be able to cast more than one vote. Neither proxy nor absentee voting shall be permitted.

#### **SECTION 6. Finances**

- A. Each member attending the Convention shall pay a registration fee as defined in Article II, Section 2D. Provisions for expenses of CRT Convention shall be set forth in the MOP.
- B. The Convention Chair shall send to the CRT Director a report of income and expenses of the Convention as soon as possible, but no later than sixty days after the Convention. Any funds remaining after payment of bills and reimbursement of the seed money shall be returned to the CRT Director for CRT's general funds with the report.

#### **SECTION 7. Convention Parliamentarian**

A Professional Registered Parliamentarian shall be required as Convention Parliamentarian.

#### **SECTION 8. Minutes**

Minutes of the Convention shall be recorded by the Recording Secretary General under the supervision and assistance of the DRT Recording Secretary. Upon approval of the minutes by the President General and a three-member panel he or she appoints (made up of DRT-CRT Committee Members), the Recording Secretary General shall distribute them as directed in the MOP.

### **ARTICLE VI - BOARD OF MANAGEMENT (BOM)**

*NOTE: All procedures are defined in the Manual of Procedure (MOP).*

#### **SECTION 1. Members**

- A. The Board of Management (BOM) shall be composed of the President General, First Vice President General, Second Vice President General, Third Vice President General, Chaplain General, Recording Secretary General, Corresponding Secretary General, Treasurer General, Custodian General, Registrar General, Historian General, Parliamentarian General and Retiring President General.
- B. A chapter shall have no more than three (3) members serving on the BOM including the Retiring President General.

#### **SECTION 2. General Powers and Responsibilities**

The general powers of the BOM shall include, but not be limited to, those delineated herein. The BOM shall have general supervision of the administrative and standing

committees designated in Article VII, and those special committees which it creates. A motion adopted by the Convention cannot be overturned or amended by the BOM except as defined in these bylaws.

- A. **Policies and Procedures:** The BOM shall be responsible for adoption and enforcement of policies and procedures relative to the administration of CRT and published in the MOP. Such policies and procedures shall be implemented under the general direction of the President General and the BOM. All committees, chapter officers, and members are obligated to perform their duties as directed by the BOM and as defined in these Bylaws and the MOP.
- B. **Budget:** The BOM shall review an annual budget prepared by the CRT Director for recommendation to and adoption by the convention at the February BOM meeting. The BOM may amend the annual budget adopted by the Convention by a 2/3 vote.
- C. **Discipline or Termination of a Member:** The BOM shall have the authority to determine what action, if any, should be taken. See Article I, Section 8.
- D. **Appointments:** The BOM shall confirm appointments as defined in Article VIII.B.

### **SECTION 3. Meetings**

- A. There shall be regular meetings held annually in August, December, February, May and June. Business shall be conducted as defined in the MOP.
- B. Reports of Officers General and Committees and special committees shall be submitted at each regular BOM meeting.
- C. Regular BOM meetings may be conducted via Conference Call.

### **SECTION 4. Agenda and Reports**

- A. A meeting reminder and tentative agenda for each BOM meeting shall be distributed electronically to all officers and committee chairs by the CRT Director at least one week in advance of a meeting.
- B. Officers and committee chairs shall send their reports electronically to the Recording Secretary General, CRT Director and other officers at least ten (10) days in advance.

### **SECTION 5. Quorum**

A quorum of the BOM shall be five members.



## **SECTION 6. Minutes**

Minutes shall be distributed as defined in the MOP. A copy shall be maintained at DRT Headquarters.

## **SECTION 7. Electronic Voting**

If a motion is made between BOM meetings an electronic vote may be deemed necessary by the President General or CRT Director. A quorum shall be a majority of its members.

## **SECTION 8. Special Meetings**

- A. **General provisions:** Special meetings may be called by the President General or shall be held upon the written request of three members of the BOM. At the discretion of the President General, such meetings may be held in person or via teleconference (which may use any available technology) and shall be held no later than fourteen days after the President General receives the request. The purpose of the meeting shall be stated in the notice, and only that business may be considered.
- B. **In person meetings:** Notice of in-person special meetings shall be sent electronically to all members of the BOM at least seven days before the meeting.
- C. **Teleconferences:** Notice of special electronic meetings shall be sent to all members of the BOM at least 24 hours before the meeting. All participants must be able to communicate concurrently. The notice shall include instructions for participating in the meeting. Votes may be taken electronically, and reasonable methods shall be taken to identify every person voting. The BOM may adopt any standing rules or special rules of order needed to facilitate such meetings.

# **ARTICLE VII - COMMITTEES**

## **SECTION 1. Committee Types**

- A. **Elective:** The Nominating Committee shall be elected.
- B. **Standing:** All Standing Committees are under the authority of the BOM. The Standing Committees shall be Annual Proceedings, Bylaws, Extension, Ways and Means, Preservation, and Flag.
- C. **Special Committee:** A Special Committee may be appointed for a specific task or objective the President General, CRT Director or BOM shall deem necessary. The Special Committee shall consist of three or more members. The Special Committee shall give a written and verbal report at every regular meeting of the BOM until conclusion of the committee's objective. At the completion of the task for which the committee was appointed, its chair shall submit all articles for sale, supplies, material and reports to the CRT Director.

## **SECTION 2. General Information for All Committees**

- A. **Term:** All committee member terms shall be one year.
- B. **Eligibility:** To be eligible to serve on a committee, a member shall have been a Chapter Member or Member-at-Large for at least two years. The chair of each Administrative Committee shall be the officer general correlating with the committee. Any member may be permitted to serve on more than one committee with approval of the BOM.
- C. **Members:** Committee size may vary depending on their responsibilities and BOM approval. The Bylaws Committee shall have a minimum of two DRT members as members.
- D. **Quorum:** A majority of the members of a committee shall constitute a quorum for the transaction of business.
- E. **Appointment:** The President General shall appoint all committee chairs except the Nominating Committee and the Bylaws Committee as defined in Article VII. BOM approval is required for committee chairs and committee members except the Nominating Committee and the Bylaws Committee.
- F. **Reports:** All committees shall provide reports of their activities to the Recording Secretary General, CRT Director and President General prior to each BOM meeting as defined in Article VI, Section 4, and at other times requested by the President General.

## **SECTION 3. Elective Committee**

- A. **Nominating Committee:** The Nominating Committee shall consist of one member of each CRT chapter who is ten years of age or older who is registered at the Annual Convention.
- B. **Purpose:** The Nominating Committee shall ensure all candidates for Officers General meet the qualifications stated in the bylaws.
- C. **Chair Elected:** The Nominating Committee shall elect its chair, at Convention, under the direction of the CRT Director.
- D. **Committee Meeting and Slate of Nominees:** The Nominating Committee shall meet and review the qualifications of the nominees presented by the chapters, determine if they are in compliance with these Bylaws and the MOP, and publish the list of all candidates who meet the qualifications on Friday of convention. A candidate shall be considered only for the offices specified on their officer nomination form.

- E. **Nominations from the Floor:** The Nominating Committee shall review the qualifications of those nominees who may wish to be nominated from the floor in accordance with the provisions of Article VIII, Section B.
- F. **Quorum:** Five members of the Nominating Committee shall constitute a quorum.

#### **SECTION 4. Standing Committees**

- A. **Annual Proceedings Committee:** The Annual Proceedings Committee shall be responsible for compiling and publishing the Proceedings of the Annual Convention. Proceedings of the outgoing administration must have the approval of the Retiring President General. Each administration shall publish its own Proceedings. The finished product shall be delivered to DRT Headquarters, in both written and digital form. The CRT Director shall handle printing, sales, and distribution.
- B. **Bylaws Committee:** The bylaws committee, with the Parliamentarian as the chairman, shall:
  - 1. Review all amendments submitted to the Bylaws Chair by the date established in Article XI, Section 2;
  - 2. Edit for composition, determine whether the amendment is appropriate for the Bylaws or MOP, and submit proposed Bylaws amendments to the BOM at the February meeting;
  - 3. Consolidate similar amendments for joint proposal;
  - 4. Possess the right to originate amendments;
  - 5. Submit proposed amendments to the BOM at the February meeting in even-numbered years with the committee's recommendations for action; and
  - 6. Send proposed amendments to the members together with the committee's recommendation for action and the BOM's recommendations for action, not less than fifteen days prior to the assembling of the Convention.
  - 7. Following Convention, the Committee shall update the bylaws and submit them to the Convention Minutes Approval Committee for review and correction.
  - 8. The approved and corrected bylaws shall be submitted to DRT Headquarters within 60 days after the close of the Convention and published in accordance with provisions found in the MOP.
- C. **Extension Committee:** The Extension Committee shall supervise and encourage the organization of new chapters.
- D. **Ways and Means Committee:** The Ways and Means Committee shall participate in fundraising efforts of the CRT.
- E. **Preservation Committee:** The Preservation Committee shall promote the preservation of Texas relics and historical sites.
- F. **Flag Committee:** The Flag Committee shall promote the study as well as compliance of the U.S. and Texas flag codes. As well as educate members with the pledges to the

U.S., Texas and CRT Flags.

## **SECTION 5. Executive Committee**

- A. **Membership:** The Executive Committee shall consist of the President General, First Vice President General, Recording Secretary General, Treasurer General and Parliamentarian General. This committee shall act between meetings of the BOM upon matters of urgency.
- B. **Quorum:** Three (3) members of the Executive Committee shall constitute a quorum.

# **ARTICLE VIII – ELECTIONS**

## **SECTION 1. Eligibility and Election**

### **A. Eligibility**

1. Applications for a position on the CRT BOM shall include an Officer Report, if the applicant is currently a BOM member, as well as the signature of the nominee and parent/guardian responsible for the BOM member's participation in meetings and activities. The nominee shall provide at least one positive letter of recommendation from a local leader such as a teacher or principal along with the applicant's CRT Chapter Sponsor.
2. Any ACTIVE CRT Member for two years of voting age, who resides in Texas or in a state bordering Texas (except for the office of Recording Secretary, who must reside in Texas), must have attended two prior conventions and held an office in local chapter and is in attendance at the Convention, shall be eligible for office.
3. Members who have served in the capacity of First Vice President General shall automatically be eligible for the office of the President General.
4. For a member to be elected to the office of Recording Secretary or Parliamentarian General, he/she must be fifteen (15) years of age by September 1 of the year elected.

### **B. Election**

1. Officers shall be elected and installed at the Convention and shall serve for a term of one (1) year or until their successors are elected and installed.
2. No member shall be elected to the office of President General at a Convention held in his or her city of residence.
3. Candidates for office or representative, whether selected by the Nominating Committee or are running from the floor, may be allowed to campaign for office by

using posters, stickers, and/or flyers only. No “goodie” of ANY SORT will be allowed.

4. For a member to be elected to the office of President General or First Vice President General, they must be sixteen (16) years of age by September 1 of the year elected and have two (2) years of service on the board.
5. Candidates nominated from the floor must have a completed and approved nomination form by the CRT Director including signatures, as well as a minimum of one letter of recommendation from a leader such as a teacher or principal and his/her CRT Chapter Sponsor. (The *Officer Nomination Form* may be found in the annual officer’s project book or online.)
6. If there is but one nominee for each office, the election may be by acclamation. If there are nominations from the floor, election for that office shall be by ballot and a majority shall elect. All ballots will be destroyed immediately upon decision of election.
7. A vacancy in any office shall be filled by the President General and ratified by the BOM at the first meeting following the Annual Convention. **NO** appointments are to be made the day of the convention in order for the general membership not in attendance to be canvassed for possible interest in serving. The officer currently serving in the position shall remain in the position until the vacancy may be filled. If that officer has been elected to another office, he or she shall be allowed to serve in both capacities until an appointment can be made.
8. If more than two (2) candidates are nominated and the highest vote is not a majority from the voting delegates, the two (2) candidates receiving the most votes shall be placed in the run-off election. If there is a tie for the second highest votes, the tie shall be broken by a run-off election between those two (2) candidates and the winner of the tiebreaker will then be in a run-off with the candidate who received the highest number of votes for the office to be elected.
9. No candidate may run from the floor for more than three (3) offices.

## **ARTICLE IX – CHAPTERS**

### **SECTION 1. Fiscal Year**

The fiscal year of CRT Chapters shall be the same as the CRT organization.

### **SECTION 2. Chapter Bylaws**

Chapters shall adopt Bylaws for their guidance, which shall not conflict with the Bylaws of CRT or DRT. In accordance with Article IV, Section 14, they shall be sent to the Parliamentarian General for review initially and each time they are amended.

### **SECTION 3. New Chapters**

- A. When five (5) members of the Association are living in an area where there is not a CRT chapter, a chapter may be organized under the leadership of a sponsor selected from a local chapter of DRT. Approval must be obtained from the CRT Director. They may elect officers and write bylaws, provided their bylaws conform to the Bylaws of CRT.
- B. Chapter names shall be approved by the DRT BOM, in accordance with the procedures stated in the MOP.
- C. If a Member-at-Large of CRT lives more than 40 miles from the nearest chapter, that Member- at-Large can be counted in the nine new members required to start a new chapter in his/her area.
- D. If a CRT member currently lives outside of Texas, then he or she may be counted in the nine new members required to start a new chapter in his or her area.
- E. In a city where there is already a chapter of fifteen or more members, other chapters may be organized, provided each secondary chapter shall contain at least seven newly approved members. The organization of the chapter must be approved by the BOM.

### **SECTION 4. Chapter Associate Membership**

Chapters may have Associate members as defined in Article I, Section 1. A chapter may count associate member activities on their annual awards report.

### **SECTION 5. Chapter Dues**

Each chapter may assess such chapter dues as its members approve and include in their bylaws for carrying out the objectives of the chapter.

### **SECTION 6. Chapter Officers**

- A. Chapters shall hold their elections at least one month following the Convention. New chapter officers shall assume their duties by August 1st, the beginning of the new CRT year. The chapter must have at least the officers listed below:
- B. In addition to the usual duties found in Robert's Rules of Order Newly Revised, and duties listed in the MOP, chapter officers shall have the following duties:
  - 1. **President:** The chapter President shall conduct the meetings of the chapter with the supervision of the sponsoring DRT Chapter CRT Sponsor.
  - 2. **Secretary:** The chapter Secretary shall keep the minutes of the chapter

meetings.

3. **Treasurer:** The chapter Treasurer shall:
  - a. Collect all dues in accordance with provisions found in the MOP with the supervision of the sponsoring DRT Chapter CRT Sponsor.
  - b. Maintain the financial records of the chapter and report to the membership at each chapter meeting with the supervision of the sponsoring DRT Chapter CRT Sponsor.
  - c. Provide members with information and forms to obtain their official membership pin and ancestor bars.
4. **Chaplain:** The chapter Chaplain shall receive notification of the death of a member and shall forward that information to the Chaplain General and DRT Headquarters.
5. **Historian:** The chapter Historian shall keep a history book of the chapter.

### **SECTION 7. Chapter Board**

The Board of the chapter shall be composed of the officers of the chapter. The Board shall have general charge of affairs of the chapter between meetings, any action taken being endorsed at the next regular chapter meeting.

### **SECTION 8. Reports**

Each chapter shall send an annual report via email or U.S. *Mail (use DRT BOM Report Template)* of the chapter's activities and membership roll to the CRT DIRECTOR, DRT Recording Secretary and the DRT Annual Proceedings Chairman before the 1<sup>st</sup> of May for inclusion in the CRT Annual Proceedings. The membership roll shall include the members name, CRT #, date of birth, address, and email/phone. *(See membership roll form in CRT MOP.)*

### **SECTION 9. Chapter Project**

Chapter projects cannot compete with or nullify DRT projects.

### **SECTION 10. Chapter Disbandment**

- A. A chapter whose membership falls below five (5) members shall be given one year thereafter to increase its membership to the required number, being so notified by the CRT Director. If the required membership is not attained within one year, the CRT Director shall so report to the BOM and it shall declare the chapter disbanded.

- B. The chapter sponsor of the disbanding chapter shall contact the membership and inform them of the chapter's disbanding. The Sponsor shall give the following options to each member:
  - 1. Transfer to another CRT chapter;
  - 2. Transfer to Member-at-Large; and
  - 3. Transfer to a DRT or SRT chapter.
- C. The Chapter Sponsor shall make all the necessary transfers without charges.
- D. The Sponsor of the disbanding chapter shall send all files, application papers, minutes, and charter, as well as any other materials belonging to the chapter, to the Custodian General of DRT for filing at DRT Headquarters in Austin.
- E. The members of the CRT disbanding chapter may request transfer to membership-at-large from the CRT Registrar General of DRT when the materials have been filed with the Custodian General DRT.

## **ARTICLE X – SEAL, INSIGNIA, MOTTO, COLORS, ETC.**

### **SECTION 1. Seal**



- A. The seal of CRT is a five-pointed star encircled by wreathed leaves of Live Oak signifying STRENGTH and of Olive signifying PEACE, outside of which are the words “Children of the Republic of Texas” with “1836” to the left of the topmost point of the star and “1846” to the right of the topmost point of the star. To the left of the lowest point of the star, below the word “Children,” is a small star and to the right of the lowest point of the star, below the word “Republic,” is another small star; between the lowest points of the star is the date “1929” (the date of the organization of CRT). This seal is a reproduction of the Seal of the Republic of Texas except for the added wording, dates and stars.
- B. The seal may be reproduced in bronze to be used as a grave marker for members.



## SECTION 2. Insignia



- A. The pin carrying the insignia of CRT shall measure one inch and shall consist of a reproduction of the Texas flag in red, white, and blue enamel in the center of a five-point star, each point bearing one of the letters in the word TEXAS. The circle around the star, which is gold, shall carry the words "Children of the Republic of Texas." To the left and below the word "Children" shall be "1836" and to the right below the word "TEXAS" shall be "1929." In the circle and between the two lowest points of the star are the words "ONE AND INDIVISIBLE." The official insignia shall be worn only on the official CRT ribbon to CRT functions.
- B. The small recognition pin shall be a replica of the large insignia pin, measuring three-quarter inches in diameter. Both the large and small pins are worn over the left chest at meetings of CRT and on such occasions as are worthy of display. The recognition pin may be worn at any time as a piece of jewelry without being placed on the ribbon.
- C. The permit to purchase CRT insignia must be secured from the DRT CRT Chapter Sponsor and DRT CRT Chapter Registrar. Such permit shall be issued only to members.
- D. CRT shall present to the President General a sash and President General's pin with the elected years and sash secured by the CRT DIRECTOR. The sash and pin shall be worn at meetings of CRT and on such occasions as are worthy of their display.
- E. The ribbon to be worn with the insignia shall be green with a border of gold then red on the outside. It shall be one and one-quarter inches wide. The official sash of the President General shall be a two-and-one-half-inch wide replica of this ribbon.
- F. The official sash of Past Presidents General shall be red with a border of gold then green on the outside with a width of two and one-half inches.

## SECTION 3. Rules Governing Seal and Insignia

- A. The seal of CRT shall be printed only upon such books, pamphlets and stationery as are for the use of or to be sold for the benefit of CRT. The seal shall be placed above the words, "The Children of the Republic of Texas," and the Chapter's name shall be placed below these words. Nothing shall be printed or placed above the seal or insignia except that on stationary, business cards, name badges, mailing labels, and web pages the seal may be placed to the top left with the name of the organization, name of chapter and/or name and title of member and address, if desired, beside it.

- B. The BOM shall approve use of the name, seal, and/or insignia of CRT on chapter sales items. The use of the name, seal and insignia of CRT for business purposes other than business of CRT is expressly prohibited.

**SECTION 4. Motto**

“Not for self but for Texas”

**SECTION 5. Colors**

Red and Green

**SECTION 6. Flower**

Indian Paintbrush

**ARTICLE XI – BYLAWS AND AMENDMENTS**

**SECTION 1. Bylaws**

The Bylaws of this association shall be amended on the even years of the Annual Convention of this Association.

**SECTION 2. Amendments**

Members of CRT wishing to propose amendments to the Bylaws shall send proposals in writing to the CRT Parliamentarian General, the CRT President General and the CRT Director prior to the 1<sup>st</sup> day of February. The Bylaws Committee shall then review the proposed amendments and the Parliamentarian General will give the recommendation in writing to the general voting membership during the Annual Convention of even years and answer any questions there may be in regards to an amendment.

**SECTION 3. Vote**

An amendment to these Bylaws shall be adopted by a two-thirds (2/3) vote of the members in attendance of convention.

**SECTION 4. Manual of Procedure**

The Rules of Convention, policies, ceremonies, and procedures shall be published as the CRT Manual of Procedure (MOP) and shall be subject to amendment by a two-thirds vote of the BOM. Proposed MOP amendments must be submitted in writing to the Bylaws Committee far enough in advance of a BOM meeting for the Bylaws Committee to review and refer to the BOM ten days before its meeting (SEE MOP: Procedure for Changing the MOP). The MOP shall be published along with the Bylaws on the CRT Member’s website.

## **SECTION 5. New Bylaws**

Any new bylaw accepted by the Convention automatically replaces the conflicting former bylaw upon completion of Annual Convention.

## **ARTICLE XII – DISSOLUTION**

### **SECTION 1. Recipient**

The assets, unless otherwise restricted, and records of a disbanding CRT chapter shall become the property of the DRT in accordance with provisions found in the MOP.

### **SECTION 2. Exempt**

It is the desire and intention of CRT to function at all times as an organization which is approved for exemption from federal income taxes and which is qualified to receive donations which are deductible by the donor for income tax purposes under Section 501(c)(3) of the Internal Revenue Code or the corresponding provision of any future United States Internal Revenue law.

## **ARTICLE XIII - PARLIAMENTARY AUTHORITY**

The current edition of "*Robert's Rules of Order, Newly Revised*" shall govern this Association on all issues not covered by these Bylaws.