

TEXAS ASSOCIATION OF MUNICIPAL INFORMATION OFFICERS (TAMIO)

BY-LAWS

(Prepared July 6, 1990)

(Revised June 8, 2001)

(Revised June 18, 2009)

ARTICLE I. THE EXECUTIVE BOARD

The duties of the officers of this Association shall be such as by general usage are indicated by the title of the office. The Executive Board shall act in the capacity of directors, and shall supervise and control the affairs of the Association when the Association membership is not assembled as provided in Article VIII of the Constitution.

ARTICLE II. DUTIES OF OFFICERS

Specific duties of Officers of the Association shall be established by the President of the Association. General duties shall be as described herein:

- President – Shall preside over business meetings of the Association and meetings of the Executive Board. Shall serve on the planning committee for the Annual Fall Meeting and Annual Conference, as proscribed in Article VIII of the Constitution.
- Vice-President – Shall preside over business meetings of the Association and meetings of the Executive Board in the absence of the President. Shall serve on the planning committee for the Annual Fall Meeting and Annual Conference, as proscribed in Article VIII of the Constitution.
- Secretary – Shall maintain written records of all meetings of the Association and meetings of the Executive Board.
- Treasurer - Shall transact the necessary financial business of the Association, keeping a complete record of all transactions, which shall be subject to audit at the Annual Conference of the Association. The treasurer also shall coordinate membership recruitment and retention efforts for the Association.
- Immediate Past President – Shall advise and assist the President of the Association as needed.
- Director to the TML Board of Directors – Shall represent the Association at all meetings of the Texas Municipal League Board of Directors, and shall report to the President on any TML actions that might impact the Association. In the event that the Director is unable to attend a scheduled meeting of the TML Board of Directors, the President may appoint another TAMIO officer to represent the Association at that specific meeting.

ARTICLE III. ORDER OF BUSINESS

At the Annual Fall Meeting of the Association, the business meeting shall include the following: (1) report of the Secretary, (2) report of the Executive Board, (3) appointment of committees, (4) reports of committees, (5) unfinished business, (6) new business, (7) adjournment. Except, however, that the order of business may be suspended or in any way changed by majority vote of the voting members present. The Executive Board shall determine the order of business to be set at the Annual Conference of the Association. In conjunction with both annual meetings of the Association there shall be activities that provide professional education and development for members, in accordance with Article II of the Constitution.

ARTICLE IV. VOTING BY PROXY

Voting by proxy shall not be allowed.

ARTICLE V. FISCAL YEAR

The fiscal year of the Association shall begin on the first day of July and terminate on the last day of June each year, coinciding with Texas Municipal League's fiscal year. Dues and subscriptions shall be payable in advance.

ARTICLE VI. ASSOCIATION DUES

Except as otherwise provided, annual dues for membership to the Association shall be \$65 per individual.

ARTICLE VII. AMENDMENT OF BY-LAWS

The By-Laws of the Association may be amended by majority vote through electronic voting of the full membership. Voting shall be conducted for a period of not less than 10 calendar days and not more than 30 calendar days. Approved amendments will be submitted to the Texas Municipal League Board of Directors for review and approval, and will take effect immediately upon receiving said approval.