

BYLAWS OF THE JEFFERSON DAVIS HISPANIC ALUMNI
ASSOCIATION A NONPROFIT CORPORATION

Article I – Name

This organization shall be known as the Jefferson Davis Hispanic Alumni Association.

- Section 1. Principal Office: The principal office of the Jefferson Davis Hispanic Alumni Association in the State of Texas shall be located in the City of Houston, County of Harris.
- Section 2. Registered Office: The Jefferson Davis Hispanic Alumni Association shall have and maintain in the State of Texas a registered office, as required by the Texas Non-Profit Corporation Act. The registered office may be, but need not be, identical with the principal office of the Jefferson Davis Hispanic Alumni Association and the address of the registered office may be changed from time to time by the board.

Article II – Purpose

The purpose of this association is to encourage students of Jefferson Davis High School (*) to pursue education beyond the high school level, awarding scholarships to qualified students.

(*) or any name given to the high school located at 1101 Quitman St - Houston, TX 77009

Article III – Membership

Membership applications shall be made available to all interested Jefferson Davis Alumni and/or spouse. The application shall be submitted to membership chairperson. A new member shall not have the privilege of membership until he/she qualifies through the payment of dues.

- Section 1. Active Members: Active members will be Alumni and/or spouse in good standing with full voting privileges. A member in good standing shall have paid their dues and attended a minimum six (6) meetings per calendar year.
- Section 2. Associate Members: Associate members will be persons who have an interest in the association's purpose with no voting privileges.

Article IV – Dues

- Section 1. Amount and Period: Dues for membership shall be paid for a full year, January through December, with payment due the second meeting of the year or second meeting after a new member has been advised he/she is a member. Annual Dues - \$15.00 Active member, \$25.00 Associate member.

Article V – Meeting

- Section 1. Regular Meetings: Regular meetings of the association will be held on the third Thursday of the month, the time and place to be determined by the board. Regular meetings shall be devoted to the transaction of business and may only be presided by President, 1st Vice President or 2nd Vice President.
- Section 2. Special Meetings: Special meetings for business or special problems may be called by the President or the Executive board, as needed.
- Section 3. Quorum: Ten active members in good standing shall constitute a quorum for the transaction of business at a regular or special meeting of the association.
- Section 4. Parliamentary Authority: The President shall recognize each member before he/she has permission to “take the floor”.

Article VI – Officers and Duties

- Section 1. Elected Officers: The elected officers of the association shall be the following: President, First Vice-President, Second Vice-President, Secretary, Treasurer, and Sergeant-at-Arms. The number of officers may be decided to be contingent on size of membership. The First Vice President shall succeed the President should the Office of President be vacated.
- Section 2. Term of Office: The term of office shall be one year, beginning January 1 with a 3-year term limit per office. Officers may serve no more than three (3) consecutive years per office.
- Section 3. Duties of the President: The President shall preside at all regular and special meetings of the membership. He or she shall serve as chairperson of the board, which consists of all officers. He or she may call a special meeting of the board at his/her discretion. With the approval of the board, he or she shall appoint an active member in good standing to fill the unexpired term of any officer where a vacancy occurs. He or she shall announce at the October meeting preceding the annual election of officers a list of candidates from whom the membership will vote for the officers of the upcoming year.
- Section 4. Duties First Vice President: In the absence of, or at the designation of the President, the First Vice President shall assume all the duties of the President. In addition, the First Vice President shall act as general assistant to the President and shall perform such specific duties as may be designated to him or her.
- Section 5. Duties Second Vice President: In the absence of the First Vice President, the Second Vice President shall assume all the duties of the First Vice President. In addition, the Second Vice President shall act as assistant to the President and First Vice President and shall perform specific duties as may designated to him or her.

DOCUMENT B: Accepted changes & new additions- Changes made @ 8/18/16 Meeting

- Section 6. Duties Secretary: The Secretary shall be in charge of recording the minutes of all regular and special meetings and issuing those minutes and agenda prior to the following meeting. He or she shall have a current list of officers and members of the association. In the absence of the Secretary, the President shall designate a temporary secretary.
- Section 7. Duties: Treasurer– The Treasurer shall receive and deposit all monies of the association in an account in the name of the association in a bank approved by the board. He or she shall keep an itemized record of all receipts and disbursements and make all disbursement by check. The Treasurer shall render the board a Treasurer’s Report monthly unless otherwise requested.
- Section 8. Duties of the Sergeant-at-Arms: The Sergeant-at-Arms shall maintain order during all regular and special meetings and introduce any guests or visitors.
- Section 9. President Emeritus – The President Emeritus shall act as a consultant to the newly elected officers upon completion of his or her term as President. The President Emeritus will be responsible for orchestrating the smooth transition of new officers and assist them in performing their new duties.

Article VII – Election

- Section 1. Time and Method: The annual election of officers normally will be held at the regular meeting of the association in the month of November and shall be made by secret ballot.
- The President will accept a volunteer or appoint with membership approval and “Election Officer”. The Election Officer will present a slate of candidates for the election of new officers. The Election Officer will determine with membership approval if absentee voting will be allowed and present the slate and voting guidelines at least four (4) weeks prior to the Election Meeting.
- Section 2. Installation of Officers: The new officers will be informed of their positions within a week after the general election in November. At the December meeting the new officers should be installed by any former officer.
- Section 3. Unexpired Term: In case of a vacancy in any office, the President, with the approval of the board, shall appoint an active member in good standing to fill the unexpired term of that office.

Article VIII – Amendments

Proposed amendments to the constitution of the association may be presented by an active member in good standing, provided that such proposed amendments are presented in writing to the President of the association. This officer of the association will discuss this amendment at a special meeting with the other officers. If the board approves the amendment, it shall be submitted at the next regular meeting of the association to the membership. A resolution shall become effective only when it receives a two-thirds votes by those present.

DOCUMENT B: Accepted changes & new additions- Changes made @ 8/18/16 Meeting

Original Bylaws made effective this the 13th day of February, 1989 by the charter members of Jeff Davis Hispanic Alumni Association.

CHARTER MEMBERS:

- | | |
|----------------------------|-----------------------------|
| 1. Angelina Acevedo | 18. Mary Gonzales |
| 2. Alex Arroyos | 19. Mrs. Joann O. Hernandez |
| 3. Amparo Arroyos | 20. Robert Medina |
| 4. Stella Castro | 21. Mrs. Margaret G. Meraz |
| 5. Genevie Cazares | 22. Gilbert Moreno |
| 6. Richard Cazares | 23. Humberto S. Ramirez |
| 7. Rosie Crespo | 24. Mary Ramirez |
| 8. Salvador Esparza | 25. Flora Rodriguez |
| 9. Sobeyda Esparza | 26. Rodrigo Rodriguez |
| 10. Alfred Flores | 27. Angie Sanchez |
| 11. Angel Flores | 28. Jack Sanchez |
| 12. Mrs. Delfina R. Flores | 29. Mrs. Frances G. Soria |
| 13. Hilda Flores | 30. Mrs. Angie O. Tobias |
| 14. Lee Garcia | 31. Leo Ygnacio |
| 15. Mickey Garcia | 32. Irene Zermeno |
| 16. Rock Garcia | 33. Paul Zermeno |
| 17. Ben Gonzales | |

Note: By Laws amended and updated on (July 20, 2016) by the following Active Members** and to become effective January 1, 2017.

**** Active Members:** Rose Elrod, Richard Garcia, Geneva Green, Thelma Guevara, Bertha Martinez, Foster Martinez, Gloria Montemayor, Rita O'Shaughnessy, Rosalio Renteria, Yolanda Strong, Rudy Tijerina, Angie Tobias, John Zepeda, Sylvia Zepeda

Amended and updated Bylaws reaffirmed by a vote of 14 to 0 at the general meeting of September 15, 2016.

Gloria Montemayor, President, JDHAA

Thelma Guevara, Secretary, JDHAA

Note: Amended Bylaws forwarded by Sylvia Zepeda, JDHAA Treasurer to IRS and accepted on November 28, 2016 (see next page).



OGDEN UT 84201-0030

In reply refer to: 4055267774
Nov. 28, 2016 LTR 4174C 0
76-0336909 000000 00
00025904
BODC: TE



JEFFERSON DAVIS HISPANIC ALUMNI
ASSOCIATION
X SYLVIA ZEPEDA
1107 LINDALE ST
HOUSTON TX 77022-5645

000433

Employer Identification Number: 76-0336909
Person to Contact: K Gleason
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

Thank you for the information recently submitted regarding your amended and restated bylaws.

An organization that is required to file Form 990, Form 990-EZ, or Form 990-N (e-postcard), or a private foundation that is required to file Form 990-PF, must report its name, address, structural, and operational changes on its annual information return.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Thank you for your cooperation.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Jeffrey I. Cooper".

Jeffrey I. Cooper
Director, EO Rulings & Agreement