

The Executive Group of Houston

Bylaws

Dated May 26, 2005

Revised N/A

Article 1 – Name	1
Article 2 – Purpose	1
Article 3 – Meetings	1
Article 4 – Quorum	2
Article 5 – Membership	2
Article 6 – Termination	3
Article 7 – Dues	3
Article 8 – Attendance	3
Article 9 – Board of Directors	3
Article 10 – Election of Officers	4
Article 11- Committees	4
Article 12 – Amendments	4
Article 13 - Outside Activities	4
Article 14 – Gender and Number	5

Article 1 – Name

The name and title of this organization is The Executive Group of Houston

Article 2 – Purpose

- 1) The purpose of this organization is:
 - a) Generate business opportunities to members by:
 - i) The exchange of business information and leads among members
 - ii) Recommending to those outside the membership of The Executive Group of Houston the services, products, or activities of the members of The Executive Group of Houston.
 - b) To enhance the business networking skills of it members by:
 - i) Training
 - ii) Education
 - iii) Performance
- 2) The above purposes are achieved through the application of the 3 basic principles of networking
 - a) The Rule of 250
 - b) The Rule of Reciprocity
 - c) The Rule of Targeted Marketing

Article 3 – Meetings

- 1) The organization shall meet weekly, on Thursday mornings, unless otherwise designated by a vote of the membership.

Article 4 – Quorum

- 1) The presence of a quorum shall be necessary for the transaction of any business to be voted upon by the membership. As quorum shall consist of 50% or more of the active membership at the time of the meeting.
- 2) For the purposes of transacting business approval of any motion shall require an affirmative vote of the simple majority (>50%)
- 3) The organization may choose to hold votes via Internet or other similar means as it deems practical.

Article 5 – Membership

- 1) Membership is open to individuals only, not to businesses or corporations.
- 2) Once an individual has attended a minimum of three (3) meetings during five (5) consecutive meetings, that individual will be eligible to apply for membership in the Organization. The membership may amend this requirement during special membership drives.
- 3) Should a prospective member become eligible for membership or visit more than three (3) times, that individual is expected to apply for membership at that time or cease visitation.
- 4) The prospective member shall complete an application. The completed application form along with all applicable fees will be presented to the membership chair. The membership chair shall confer with the Officers of the Organization to ensure eligibility of the prospective member. Once eligibility is confirmed, the membership chair shall announce to the membership at large the prospective member's eligibility. If no expressed concern is raised by any of the members, the nominee will be inducted. Should there be any expressed concern, the membership chair will call a meeting of the Officers and the decision of a majority of the Officers shall determine if the prospective member will be inducted.
- 5) Membership shall be limited to one (1) person from any competitive business field.
 - a) The classification of each member shall be that which covers their principal and recognized business activity.
 - b) The Board may correct or adjust the business classification of a member if circumstances warrant such action. Due notice of such proposed correction or adjustment shall be given to the member, and they shall be allowed a hearing before the board thereon.
 - c) Any member who has changed business fields must re-apply by written notice of the changes to the Board. In the event there is any duplication of business classifications the terms of Article 5.6 apply.
- 6) If a person applies for membership within a business field already represented, the applicant may still be allowed membership if the Organization of the member already in that business field agrees to allow the applicant membership and any expressed concerns in paragraph 4.

- 7) Active membership shall be the only type of membership available. However, the Board may grant a leave of absence to any member, and that member shall pay one-half of the dues while on leave.
- 8) All applicants shall be considered without regard to race, creed, national origin, religion, or sex.

Article 6 – Termination

- 1) Any member who fails to comply with the provision of the Bylaws and other duly enacted rules and regulation of the organization, or who is guilty of conduct inconsistent with the ethics and his business or profession, may be expelled from membership in this organization
- 2) No member shall be expelled except upon a majority vote of the Board of Directors.

Article 7 – Dues

- 1) The dues of The Executive Group of Houston shall be established by the Board of Directors.
- 2) The Executive Group of Houston is a not for profit organization and dues shall be set at an amount that does not unreasonably create a surplus of funds necessary for the operation of the Organization.
- 3) Dues are collected quarterly due on the 1st day of each quarter.
- 4) Dues for new members may be prorated.
- 5) Dues will not be refunded upon termination of membership except if termination is per Article 6.

Article 8 – Attendance

- 1) Attendance is critical to the effectiveness of The Executive Group of Houston and regular attendance is a requisite of membership. Any member missing four (4) consecutive meetings shall be subject to forfeiture their rights of membership including the limitation of one (1) person from any competitive business field. Loss of rights of membership is subject to the review of the Officers.

Article 9 – Board of Directors

- 1) The business and affairs of The Executive Group of Houston shall be managed by the Board of Directors. The Board of Directors may give general, limited or special power and authority to the officers of the organization to transact business on behalf of the Organization.
- 2) Regular meeting of the Board of Directors shall be held at times determined by the Board.
- 3) The Board of Directors of The Executive Group shall consist of no more than four (4) members. The Board may decide duties and responsibilities of the board members as it determines best serves the Organization. The primary task and areas of responsibilities of the Board include but not limited to:
 - a) Preside at meetings.

- b) Communications with members
- c) Maintain the membership roster
- d) Track attendance and other vital statistics
- e) Liaison with management of the venue where meetings are held
- f) Meeting programs
 - i) Speakers
 - ii) Training
 - iii) Communication with presenter prior to scheduled date
- g) Provide name badges
- h) Lead recruiting efforts
- i) Follow-up on visitors
- j) Collecting membership applications and presenting them to the Board
- k) Maintain Financial records
- l) Disburse funds as required
- m) Collection and deposit of dues
- n) Inform the Board of Financial status of the Organization

Article 10 – Election of Officers

Election of Officers shall be by through nomination followed by the vote of the membership at large. A nominee must receive a simple majority of votes cast. In the event elections are held for more than one Board member position, the number of candidates receiving the highest number of votes shall be elected to the number of positions open. In the event of a tie, there will be a runoff election. Each member of the Board shall serve for a term not less than 12 months and not to exceed 18 months. There shall be no restriction with regard to the number of consecutive terms.

Article 11- Committees

Committees formed of the membership at large may be appointed by the Board of Directors the Board deems necessary or desirable.

Article 12 – Amendments

An Amendment to these Bylaws may be proposed by any member. These Bylaws may be amended by the affirmative vote of two-thirds (2/3rds) of a Quorum of the members of The Executive Group of Houston. Votes may be held per terms of Article 4.3,

Article 13 - Outside Activities

The Executive Group of Houston shall not undertake or perform any civic, charitable, religious or other unauthorized activity, without a 60% vote of the membership.

Article 14 – Gender and Number

Whenever require by the context, as used in these Bylaws, the singular number included the plural, and the masculine includes the feminine or the neuter.