

# **DESCENDANTS OF AUSTIN'S OLD THREE HUNDRED BYLAWS**

## **ARTICLE I NAME**

Section 1. *Formal name.* The name of this Association is "Descendants of Austin's Old Three Hundred." It is a 501(c)(3) non-profit entity chartered by the State of Texas under this name.

Section 2. *Informal use.* The phrase "Old Three Hundred" may be presented as "Old 300" for purposes of brevity.

## **ARTICLE II OBJECTIVES**

Section 1. *Honor memories.* To keep alive for inspiration for this and succeeding generations the memories of the spirit, courage, and character of the men and women belonging to Stephen F. Austin's first colony of Texas, known as "The Old Three Hundred."

Section 2. *Promote research.* To encourage and foster research leading to preservation and publication of the history and records of this first group of Texans.

## **ARTICLE III MEMBERSHIP**

Section 1. *Eligibility.* Any man or woman age eighteen (18) or over who is a direct blood descendant of a member of Austin's Old Three Hundred is eligible for membership. The principal source for identifying all grantees of "The Old Three Hundred" is the list of names recorded by Lester G. Bugbee and published in the Texas State Historical Association Quarterly, Vol. I, Austin, Texas 1898, pp. 108- 117.

Section 2. *Application process.* One copy of the documentation proving lineage is required and shall be mailed to the Registrar along with the completed application forms. Payment of the initiation fee and first year's dues is also required. If for any reason the applicant cannot prove kinship with the ancestor, the fee and dues shall be returned. The application forms shall be typed or clearly printed and kept within all margins for binding later.

Section 3. *Application period.* Prospective members shall be invited and encouraged to attend meetings and to take part in discussions, but shall be unable to vote until all required forms, documents, and dues are submitted and have been received and approved by the Registrar.

Section 4. *Completion of paperwork.* Upon acceptance, the application papers shall be signed by the President and the Registrar. One copy shall be kept by the Registrar and the remaining copy, plus the supporting documents, shall be placed in the "Descendants of Austin's Old Three Hundred" files.

Section 5. *Charter membership.* Those with approved application and in good standing on or before June 30, 1990 are considered Charter Members.

Section 6. *Reinstatement.* A member having resigned from membership in good standing may be reinstated upon payment of dues for the current year. Member dropped for nonpayment of dues may be reinstated upon payment of dues for the current year and a reinstatement fee set by the Executive Board. (See Standing Rules, Items 5 and 6, for current amounts set for dues and fees.)

Section 7. *Membership numbers.* A number once granted to a member is reserved for that member under all circumstances.

Section 8. *Junior Members.* A child under eighteen (18) years of age and who is a lineal blood descendant of a member in good standing is eligible to be a Junior Member. A Junior Member can attend all meetings and activities but cannot vote or hold an office. When he/she reaches the age of eighteen (18), they will be eligible for Full Membership status.

#### **ARTICLE IV DUES AND FEES**

Section 1. *Fiscal year established.* Fiscal year of the organization is from January 1 to December 31, inclusive.

Section 2. *Amounts of dues and fees.* The Executive Board shall set the dollar amounts of the association's dues and fees, and shall review those amounts annually. The general membership shall be kept informed of the current amounts. (See Standing Rules, Items 5 and 6.)

Section 3. *Payment of dues.* Dues are payable annually by January 1 and become delinquent after March 1. Subject to Executive Board review, a member whose dues remain unpaid as of June 30 may be dropped from the membership rolls. For payment of the first year's dues please see Article III, Section 2.

Section 4. *Dues exemptions.* Members who attain the age of ninety (90) years are exempt from further payment of dues. Youth Members are exempt from payment of dues after the first year. They will start paying dues at age eighteen (18) when they are eligible for full membership status.

Section 5. *Fees specified.* Fees are hereby authorized in this Article for (a) initiation of an application of membership, (b) initiation of an application for supplemental membership, (c) replacement of certificates of membership, (d) cost of Grave Marker Medallions, and (e) reinstatement of members dropped for non payment of dues as provided in Article III, Section 6.

## **ARTICLE V OFFICERS**

Section 1. *Officers named.* The elected officers of this organization form an Executive Board consisting of a President, First Vice President, Second Vice President, Third Vice President, Chaplain, Recording Secretary, Corresponding Secretary, Treasurer, Registrar, Historian, Curator and Parliamentarian. The Executive Board also includes the Immediate Past President, who is considered an officer of equal status as noted in Article VI, Section 2.

Section 2. *Elections set.* Officers shall be elected and installed at the Annual Meeting in June. Elections are held in even-numbered years.

Section 3. *Nominating and election process.* The Executive Board shall present a slate of nominees, one nominee per office, to the general membership at its Annual Meeting. Nominations from the floor will also be received. In the event of there being more than one nominee for an office, a vote by show of hands shall determine the winner.

Section 4. *Terms of office.* All officers shall be elected for a two-year term and may be re-elected to the same office for up to four (4) terms not to exceed a total of eight (8) consecutive years.

Section 5. *Eligibility to serve.* The incoming President shall have served on a prior Executive Board for at least one (1) term.

Section 6. *Vacancies.* In the event the President is unable to complete the term of office, the First Vice President shall serve the unexpired term. A vacancy occurring in any other office between elections shall be filled by the Executive Board.

The member thus appointed shall serve the unexpired term of his/her predecessor. Any officer serving more than one half of a term shall be considered to have served that one term and the term will count toward the four-term limit cited in Section 4.

## **ARTICLE VI EXECUTIVE BOARD**

Section 1. *Responsibilities.* The Executive Board shall attend to all business of the organization and shall give its report to the general membership at the Annual Meeting.

Section 2. *Composition.* The Executive Board shall be composed of the elected officers and the immediate Past President.

Section 3. *Vacancies.* See Article V, Section 6.

Section 4. *Quorum.* Business of the Executive Board shall be transacted at a regular or called meeting of the Board at which a quorum of seven (7) is present but may be transacted by telephone or e-mail when deemed necessary. However, business decisions transacted by telephone or e-mail shall be ratified at the next Board meeting.

Section 5. *Absenteeism.* Any member of the Executive Board who misses two consecutive Board meetings may be removed from office and replaced by the Executive Board

## **ARTICLE VII DUTIES OF OFFICERS**

Section 1. *The President* shall preside at all meetings of the organization including those of the Executive Board and the Annual Meeting and may call special meetings. The President shall be responsible for the contents of the Newsletter for distribution to the membership. At the close of each fiscal year, the President shall compile a report of the year's activities. The report shall be filed in the Descendants of Austin's Old Three Hundred archives along with the most current edition of the Yearbook.

Section 2. *The First Vice President* shall assist the President when requested and in the absence of the President shall preside. The First Vice President shall be responsible for compiling and distributing the Yearbook. In the event the President is unable to complete the term, the First Vice President shall become the President as provided for in Article V, Section 6.

Section 3. *The Second Vice President* shall arrange for all meetings of the organization with the approval of the Executive Board. The Second Vice President shall be responsible for program contents.

Section 4. *The Third Vice President* shall be in charge of projects related to the objectives of Article II, Section 3 of these bylaws. The Third Vice President shall have charge of the Ancestor Grave Medallions program and shall approve all medallion applications.

Section 5. *The Chaplain* shall open all meetings with a prayer and shall preside over any memorial exercises. The Chaplain should assist in collecting notices and clippings of members' deaths. These shall be passed on to the Historian. The Chaplain shall send cards to members who are ill and notes of condolence to the bereaved family members.

Section 6. *The Recording Secretary* shall keep a strict record of business transactions at the meetings.

Section 7. *The Corresponding Secretary* shall conduct all correspondence and convey to the membership all official decisions of the organization. The Corresponding Secretary shall mail the Newsletter in coordination with the President.

Section 8. *The Treasurer* shall keep a strict account of all receipts and disbursements, issuing checks only after Board approval of each expenditure. The Treasurer shall notify members of their unpaid dues. The Treasurer shall order all jewelry and keep track of officers' pins. The Treasurer shall give a report at the Annual Meeting. The Treasurer's accounts shall be professionally audited at the end of the Treasurer's term of office.

Section 9. *The Registrar* shall keep a current list of all members of the organization. The Registrar shall issue application forms to prospective members and advise applicants in obtaining documents and other data. The Registrar will review and verify the applications. Upon approval, the Registrar shall issue certificates of membership. The Registrar and President are to sign each approved application before filing the material.

Section 10. *The Historian* shall preserve papers and records of the early history of Texas which shall come into the Historian's possession through the organization, and shall keep the organization's scrapbook. The Historian shall preserve all historic documents belonging to the organization, and shall place them in the organization's files. The Historian shall take photographs at each of the

meetings or arrangements to be done.

Section 11. *The Curator* shall be responsible for keeping flags, flag stands and any other properties owned by the organization and will see that they are transported to all meetings and programs. The Curator shall be responsible for all merchandise made for purchase.

Section 12. *The Parliamentarian* shall advise the organization in parliamentary usage during meetings.

Section 13. *The Immediate Past President* has a seat on the Executive Board.

Section 14. *Transition*. Retiring officers shall give to their successors, after installation of new officers, all letters and records of information. They shall present their officer pins to the Treasurer, who then presents them to the incoming officers.

## **ARTICLE VIII COMMITTEES**

Committees may be formed by the President and the Executive Board as needed. For the purpose of elections, the Executive Board will serve as the committee to prepare and submit a single slate of candidates for each office to be filled at the Annual Meeting in even number years.

## **ARTICLE IX MEETINGS**

Section 1. *Annual Meeting*. One meeting for the entire membership shall be held annually on a weekend in June. The date, time and location may be decided by the Executive Board.

Section 2. *Executive Board Meetings*. The Executive Board shall conduct no fewer than two business meetings in the course of a fiscal year. Members are welcome at these meetings but must have the permission of the presiding officer to speak.

## **ARTICLE XI AMENDMENTS**

The foregoing may be amended at any regular membership meeting by two-thirds vote of members present. Proposed amendments should be conveyed to the President before April 1, so that they can be included in the President's notice to members of the approaching June meeting.

1. *Records repository.* All Organization records shall be kept at an approved storage facility convenient to the President and the Registrar. Access may be had by the President and/or Registrar. A copy may be obtained by request to the President/Registrar.

2. *Jewelry and Rules of Display:* Guidelines for "Descendants of Austin's Old Three" placed on official ribbon of the organization. It should be worn at all official organization meetings or functions of which the "Descendants of Austin's Old Three Hundred" has a part. It should not be placed on any other organizational ribbon. The Insignia may also be worn at any time as a Recognition Pin, without a ribbon, in recognition of the member's pride in being a Descendant.

3. *Grave marker rules.* Guidelines for the display of Austin's Old 300 and Descendant Austin's Old 300 Grave Marker Medallions shall be as follows:

The Austin's Old 300 Medallion is to be placed on the grave of the person that received the original land grant.

- (a) Request an application for the medallion from the Third Vice President, complete it and return it to that officer. There is no cost for this Medallion.
- (b) The Third Vice President and the Registrar will check and approve the application. The medallion will then be issued.
- (c) Where the original ancestor grave site is accessible, the medallion may be placed on the headstone or other physical element of the grave. If the location of the burial is unknown, a cenotaph may be used.
- (d) This medallion may be placed in a family cemetery, in the family section of larger cemetery or at the closest available location to the grave site.
- (e) It is recommended that a dedication ceremony be held following the

The Descendants of Austin's Medallion is to be placed on the grave of the organization member or that of a family member who is also a direct blood descendant. The name of the family member must be on the Application for Membership.

- (a) Request an application for this medallion from the Third Vice President, complete it and return it to that officer. The cost for the Descendant's medallion is one hundred twenty dollars (\$120.00) which shall include postage.
- (b) The Third Vice President and the Registrar will check and approve the application. The medallion will then be issued.
- (c) This medallion is to be placed on the grave or headstone only.

4. *Amount of dues.* As per the current bylaws, annual dues are set at Fifty (\$50.00).
5. *Amount of fees.* As per the current bylaws, the following fees are in place: membership application fee (non-refundable), Seventy-Five (\$75.00); fee for supplemental applications, Thirty dollars (\$30.00); . Fee for replacement of membership certificate, Thirty dollars (\$30.00); membership reinstatement fee, Thirty dollars(\$30.00).
6. *Signatures on payment checks.* All checks must be signed by two of the following officers: President, Treasurer, and Recording Secretary.

## **ARTICLE XII DISSOLUTION**

In the event the Descendants of Austin's Old Three Hundred, Inc., organization is discontinued, the organization's assets are to be transferred to The State of Texas, or another similar organization that is qualified for exemption under Internal Revenue Code Section 501(c)(3) as amended.

*Revised:*

*June 30, 1990  
June 29, 1991  
Nov 28, 1994  
June 24, 1995  
June 28, 1997  
June 26, 1999*

*June 29, 2002  
June 24, 2006  
June 23, 2007  
June 26, 2010  
June 29, 2013  
June 20, 2015  
June 17, 2017  
June 23, 2018  
Sep 5, 2018 Board Ratification - No Dissent  
Sep 8, 2018 Board Ratification - No Dissent*