

# CONSTITUTION OF THE HOUSTON CHAPTER JAPANESE AMERICAN CITIZENS LEAGUE

## PREAMBLE

WE, AMERICAN CITIZENS IN ORDER TO FOSTER AMERICAN DEMOCRACY, PROMOTE ACTIVE PARTICIPATION IN CIVIC AND NATIONAL LIFE , PROVIDE AN ENVIRONMENT CONDUCIVE TO THE DEVELOPMENT OF THE INDIVIDUAL, ENCOURAGE THE PRESERVATION OF JAPANESE AMERICAN HERITAGE, SECURE JUSTICE AND EQUAL OPPORTUNIIES FOR AMERICANS OF JAPANESE ANCESTRY AS WELL AS FOR ALL INDIVIDUALS REGARDLESS OF THEIR RACE, CREED, COLOR OR NATIONAL ORIGIN, DO ESTABLISH THIS CONSTITUTION FOR THE HOUSTON JAPANESE AMERICAN CITIZENS LEAGUE OF THE UNITED STATES OF AMERICA.

## ARTICLE I. NAME AND HEADQUARTERS

**Section 1.** The name of this organization shall be the Houston Chapter of the Japanese American Citizens League of the United States of America, Inc. The official abbreviation of the name of this League shall be Houston JACL.

**Section 2.** The headquarters of this Chapter shall be in the city of Houston, Texas, unless otherwise provided by the general membership.

## ARTICLE II. POLICY

**Section 1.** This organization shall promote, sponsor, and encourage programs commensurate with the purposes set forth in the Preamble.

**Section 2.** This organization shall be non-partisan and non-sectarian and shall not be used for the purposes of endorsing candidates for public office.

## ARTICLE III. INCORPORATION

**Section 1.** The incorporation of this organization shall be under the laws of the State of Texas.

**Section 2.** This corporation, as a duly chartered member of the national organization of the Japanese American Citizens League of the United States of America, may affiliate with such other organizations as the members shall deem desirable, providing the purposes of such organizations do not in any way conflict with the purposes and aims of the Japanese American Citizens League.

## **ARTICLE IV. MEMBERSHIP**

**Section 1.** The membership of this organization shall be composed of individuals who shall agree to abide by and support the Constitution and By-Laws of this organization.

**Section 2.** The membership shall be divided into three classes:

- (a) Active members who shall be American Citizens who have paid their dues.
- (b) Associate members who shall be non-citizens who desire to become associated with this organization.
- (c) Honorary members who shall be distinguished persons or friends of this organization.

**Section 3.** Only active members shall have the right to vote and hold office.

## **ARTICLE V. EXECUTIVE COMMITTEE**

**Section 1.** The administration and management of this organization shall be vested in the Executive Committee. The Executive Committee shall be composed of the elected officers of this Chapter and the past Chapter President.

**Section 2.** The elected officers shall be the President, the First Vice-President — Program, the Second Vice-President — Membership, the Treasurer, the Recording Secretary, and the Corresponding Secretary.

## **ARTICLE VI. DUTIES OF OFFICERS**

**Section 1.** The duties of the President shall be to preside at all meetings of the general membership and the Executive Committee. He shall sign all documents in the name of the organization and shall perform all other duties incident to his office. He shall represent this organization at all meetings to which this Chapter may be invited or shall appoint a suitable person in his stead. He shall also serve as an Official Delegate to all meetings of the National Council and District Council.

**Section 2 (a).** The Vice-Presidents shall, in order of their rank, perform the duties of the President in the absence or disability of the latter.

**Section 2 (b).** The duties of the Vice Presidents, in addition to their succession to the presidency as provided above, shall be as follows:

- (1) The First Vice-President shall be responsible for organizing and administrating the organization's program. His specific duties shall be to arrange the programs for general meetings and to coordinate and balance the overall activities of the organization.
- (2) The Second Vice-President shall be responsible for the annual recruitment of members, for the maintenance of membership files, and for promoting good relations within the membership.

**Section 3.** The Treasurer shall receive and hold all funds of the organization and shall issue checks and make payments of monies in accordance with regulations adopted by the Executive Committee. The Treasurer shall keep a careful record of all receipts and disbursements and shall present a financial statement at the final general meeting of the calendar year and at such other times as may be required by the Executive Committee. The Treasurer shall also be responsible for preparing a proposed budget for approval by the Executive Committee and for studying and recommending ways and means of raising necessary funds for the organization.

**Section 4.** The Recording Secretary shall keep the minutes of the meetings of the general membership and of the Executive Committee. The Recording Secretary shall be the official custodian of all the records and documents of this organization and shall perform other duties generally performed by the secretary except such duties as may be delegated to the Corresponding Secretary.

**Section 5.** The Corresponding Secretary shall conduct all organization correspondence, including preparation and mailing notices of meetings, and shall perform such duties as may be prescribed by the Executive Committee or the President.

**Section 6.** The past President shall be the parliamentarian. Unless otherwise specifically provided by the By-Laws, the meetings of this organization shall be conducted in accordance with Robert's Rules of Order as amended.

## **ARTICLE VII. NOMINATION AND ELECTION**

**Section 1.** The Nominations Committee shall be appointed by the Executive Committee at least two meetings before the election meeting of the Chapter and shall consist of any odd number of members as the Executive Committee may deem necessary and proper. This Committee shall submit its list of candidates for the various offices to the general membership at the regular meeting before the elections. At this time, nominations from the floor shall be in order.

**Section 2.** The election of officers shall be annually on or before the last general meeting of the calendar year.

**Section 3.** The tenure of office shall be from the first of January to the thirty-first of December, or until their duly qualified successors shall have been inducted into office.

**Section 4.** The elections shall be by secret ballot prepared by the Recording Secretary and including the candidates of the Nomination Committee, duly recognized nominations from the floor, and blank spaces for "write-in" candidates who may be the choice of the member-voter.

**Section 5.** The Executive Committee shall appoint two active members, neither of whom shall be a candidate for any office, to supervise the election and to act as tellers.

**Section 6.** The officers shall be elected by a majority of the votes cast at the election.

## **ARTICLE VIII. RECALL**

Any member of the Executive Committee may be recalled at any general or special meeting of the members, provided notice to all members is mailed two weeks prior, advising the members that a recall election will be held. A quorum of the members shall be present and at least two-thirds (2/3) of the votes cast shall be sufficient to sustain the recall. A recall election may be called at any time by the Executive Committee or the twenty-five percent (25%) of the entire active membership of this organization.

## **ARTICLE IX. MEETINGS AND DUES**

**Section 1.** General meetings shall be held at least three times a year.

**Section 2.** Membership dues shall be determined as set forth in the By-Laws.

## **ARTICLE X. AMENDMENTS**

**Section 1.** The Constitution and By-Laws of this Chapter shall be subject to amendment at regular meetings of the organization, provided that the Executive Committee shall have approved the proposed amendment by three-fourths majority vote and provided further that the general membership shall have been informed of the proposed amendment at least one meeting before it shall be brought up for a vote.

**Section 2.** At least three-fourths of the votes cast shall be necessary to pass an amendment to this Constitution.

**Section 3.** At least two-thirds of the votes cast shall be necessary to pass an amendment to the By-Laws.

## **ARTICLE XI. RESERVED POWER**

Any article or section of this Constitution and By-Laws which shall be in conflict with, or inconsistent with the Constitution and By-Laws of the National Organization, shall be null and void.

## **BY-LAWS**

### **ARTICLE 1. MEMBERSHIP AND DUES**

**Section 1.** Active membership classifications shall be as follows: Student, Regular, and Couple. All of the foregoing classes shall have equal rights.

**Section 2.** Any member may nominate a candidate for honorary membership with an approval of the Executive Committee. Upon the approval of three-fourths of the votes cast at a general meeting, worthy individuals, without regard to citizenship and residence, may be elected as Honorary Members of this Chapter. Such Honorary Members shall not be subject to any of the duties or obligations of membership. Honorary memberships are effective for the life of the individual.

**Section 3.** Membership dues shall be determined annually by the Executive Committee. Any other assessments, initiation fees, and charges shall also be determined by the Executive Committee.

### **ARTICLE II. MEETING**

**Section 1.** A meeting of the Executive Committee shall be held within thirty (30) days after assuming office. The Executive Committee shall meet at least once every three months.

**Section 2.** The number of general meetings shall be determined by the Executive Committee.

**Section 3.** Special meetings may be held at any time and place upon the call of the President, the Executive Committee, or at least ten percent (10%) of the entire active membership of the Chapter.

**Section 4.** A written notice shall be sent to each member in good standing at least two weeks prior to any general or special meeting.

**Section 5.** One half of the members of the Executive Committee shall constitute a quorum for any meeting of the Executive Committee. Twenty-five percent (25%) of the active members in good standing shall constitute a quorum to do business at any general or special meeting.

### **ARTICLE III. COMMITTEES**

**Section 1.** Standing committees on Membership and Program shall be established as permanent ongoing projects.

**Section 2.** Other standing committees and special committees shall be appointed by the President, by and with the approval of the Executive Committee.

**Section 3.** The President shall also appoint the committee chairman, by and with the approval of the Executive Committee.

#### **ARTICLE IV. OFFICIAL DELEGATES**

**Section 1.** The President shall be one of the official delegates to both the National and the District Council meetings. If the President holds a national or a district office, the First Vice-President shall serve as an official delegate in his place.

**Section 2.** Another official delegate and alternate delegates shall be selected by the President, by and with the approval of the Executive Committee.