

POLK COUNTY CHILD WELFARE BOARD**BY-LAWS****ARTICLE I. NAME**

The name of this organization shall be the Polk County Child Welfare Board, hereinafter sometimes called the Board.

ARTICLE II. PURPOSE

The Polk County Child Welfare Board shall be primarily an advisory group to the Polk County Protective Services Unit, responsible to Polk County, with specific references to the following:

- Section 1. Support programs for the protection and well-being of the children coming to its attention who are in need of its services.
- Section 2. To encourage and engage in such activities as will benefit all children coming to its attention who are in need of its services.
- Section 3. Serving as representatives of the organization, explaining its program and policies to the community.
- Section 4. Being responsible for interpreting the financial needs of the organization to the community.
- Section 5. Periodically making evaluations of the program of the organization in relation to changing community needs.
- Section 6. Insuring that planning will at all times be related to the total needs of children and families in the community and cooperating with other agencies, county authorities, and municipal authorities to this end.

ARTICLE III. MEMBERSHIP

- Section 1. Personnel
The board shall consist of not less than six (6) and not more than fifteen (15) resident members of Polk County approved by the Commissioners' Court from nominations of the Board. These nominations shall be determined at the November meeting in order that the list may be presented to the Commissioners' Court for action at its January meeting.

- Section 2. Board members will be approved by the Commissioners' Court of Polk County, Texas.
- Section 3. Membership on the Board shall be for three-year staggered terms and may be re-appointed. Vacancies may be filled as they occur and the person so appointed shall assume the same status as to the term of appointment as that of the vacating member.
- Section 4. Non-attendance by any member to three (3) consecutive regular meetings without adequate excuse, said excuse to be determined as to adequacy by Board vote, will act as an automatic retirement of such non-attending member from the Board thereby creating a vacancy.
- Section 5. The Board shall have the right upon majority vote of the remaining Board member to vote the removal of any member who may be found to be inadequate.
- Section 6. As far as it is expedient, the Polk County Child Welfare Board shall secure its membership from all areas of the county affected by the organization.

ARTICLE IV. OFFICERS

The Board shall elect a Chairman, Vice-Chairman, Secretary, and a Treasurer upon acceptance of the By-Laws, and thereafter at each February meeting. The unexpired terms of office shall be filled by a vote of the membership.

- Section A. The Chairman shall be the presiding officer of the Board and will perform all duties pertaining to the office and those additional duties delegated by the Board. The Chairman shall also be an ex-officio member of all committees appointed from the Board.
- Section B. The Vice-Chairman of the board shall perform the duties of President in case of the absence of or disability of the Chairman and will perform all other duties delegated to him by the Board.
- Section C. The Secretary shall be the recording officer of the Board and shall keep the minutes of the meetings of the Board and conduct the correspondence of the Board. The Secretary is also responsible at each regular meeting for providing a copy of the accurate minutes of the previous regular meeting of the Board. The Secretary shall also perform all other additional duties delegated by the Board.

Section D. The Treasurer shall be responsible for collecting, receiving and disbursing all funds for the Board, depositing them in the depository selected by the Board. The Treasurer also is responsible for preparing financial reports for each regular meeting. The reports are to accurately depict the financial status of the Board and reflect the transactions that have taken place since the last regular meeting. The treasurer also cooperates with the County Auditor in collecting and providing financial records of the Board needed for the annual audit. All money spent by the Board shall be paid by check signed by the Treasurer and the Chairman.

Section E. Officers are elected for a period of one (1) year. The election shall be by majority vote of the Board and shall be held at the first regular meeting of the Board in August of each year. Vacancies among officers may be filled as they occur by a majority vote of the Board.

ARTICLE V. MEETINGS

Section A. Regular and Special Meetings

The board shall have a regular monthly meeting, except for the month of December, with the time and date of the meeting determined by the Board. Special meetings may be called by the Chairman or five members of the Board.

Section B. Attendance

Board members are required to attend all regular and special meetings. The Board may vote to suspend the membership of a board member who misses three (3) meetings without notifying the Board.

Section C. Quorum

A quorum shall consist of a majority of the Board membership.

ARTICLE VI. FISCAL POLICIES

Section A. Fiscal Year

The fiscal year of the board shall be the same as followed by the County of Polk.

Section B. Dissolution

In the event of the dissolution of the Polk County Child Welfare Board, its assets shall be distributed as ordered by the Commissioners' Court to such charitable and educational organizations in the county which are tax-exempt for federal income tax purposes as the Board shall determine.

Section C. Expenditures Not Requiring Prior Approval

The below expenditures may be disbursed without prior approval of the Board. These expenditures are for the care and benefit of children in foster care. The Board however will review expenditures during the course of its normal scheduled meetings:

Initial Clothing Allowance - \$100.00 (0-8 yrs); \$150.00 (9-18)
Birthdays - \$25.00 per child.

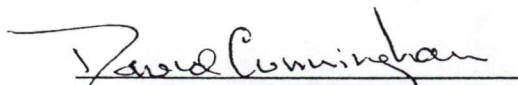
ARTICLE VII. AMENDMENTS

The By-Laws maybe amended by a two-thirds vote of the members present and voting at any meeting of the Board provided that the proposed amendment has been presented to each member at least 14 days prior to the date of the meeting. Standing rules and policies may be amended or rescinded by a two-thirds vote of the Board.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

Robert's Rules of Order, revised, shall be the parliamentary authority for matters of procedure not specifically covered by the By-Laws of by specific rules of procedure adopted by the Board.

AMENDED AND ADOPTED ON THIS 19 DAY OF MAY, 2009.


David Cunningham, Chairman

APPROVED BY COMMISSIONERS COURT ON THIS THE ____ DAY OF
_____, 2009.

COPY

Judge John Thompson