

**By-Laws of the Cherokee Citizens League of Southeast Texas  
(Originally the Cherokee At Large Voters League.)**

**CHEROKEE CITIZENS LEAGUE OF SOUTHEAST TEXAS--By-Laws**

The by-laws were accepted by a vote of the Cherokee At Large Voters League members who attended the general meeting Saturday, November 8, 2008. The newer name, Cherokee Citizens League of Southeast Texas, was approved by the membership in attendance at a regularly scheduled meeting on February 2, 2013. The name Cherokee At Large Voters League appears below as the organization was originally chartered.

**ARTICLE I – NAME AND PURPOSE**

**Section 1 – Name**

The name of this corporation/association is Cherokee At Large Voters League of Texas, hereinafter referred to as the “Voters League”.

**Section 2 - Purpose**

The Mission of the Cherokee At Large Voters League of Texas is to assemble, clarify and distribute accurate information that will assist Cherokee Citizens in decisions regarding Cherokee Nation Elections. The goal is to build a community of at large Cherokee Citizens who can express their voting rights to enhance the quality of life for all Cherokee Nation residents and to secure a positive future for the Cherokee people.

The Voters League is organized exclusively for charitable and educational purposes as described under Section 501(c)3 of the Internal Revenue code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law), including but not limited to:

Providing an organization for At Large Cherokee Nation Tribal Citizens, their family members, and friends of the community which will promote unity and cooperation and will provide a basis from which efforts may be made toward the advancement of the Cherokee people living outside the legal boundaries of the Cherokee Nation.

Providing better communication between At Large Cherokee Tribal Citizens and the Cherokee Nation.

Providing a basis for the development of Cherokee cultural knowledge, understanding of Cherokee Nation government and current issues facing the Cherokee Nation.

Providing assistance to At Large Cherokee Tribal Citizens, including but not limited to:

1. Educational opportunities such as cultural days, lectures, classes and field trips.
2. Mentorship.
3. Community network.

Providing a forum for the exploration of community problems relating to Cherokee people and their lands or communities.

Promoting the interest of Cherokees to pursue careers which enable individuals to become self-sufficient.

Participating in any grant, program, benefits or services available under any federal, state, or local law from any other person or organization or agency which furthers the purpose of the Voters League.

The establishment of cooperative efforts with other organizations which are concerned with the building and strengthening of community among At Large Cherokee Tribal Citizens.

**ARTICLE I – MEMBERSHIP**

**Section 1 – Definitions**

“Cherokee” shall mean a person who is a citizen of the Cherokee Nation headquartered in Tahlequah, Oklahoma.

“Blue Card” is considered proof of Cherokee Nation Tribal Citizenship.

“Citizenship Number” is the tribal enrollment number provided on the blue card.

## Section 2 – Individual Membership

There shall be two categories of individual membership:

General Membership shall be open, upon application to the Voters League, to any Cherokee (as determined above) having a blue card, at age 16, to be verified by presentation of a blue card.

Associate Membership shall be open to any other interested persons who are not qualified as General Members, upon application to the Voters League.

Membership, either General or Associate, shall not be transferable or assignable.

Each General Member shall be entitled to one vote on each matter submitted to a vote of the general membership. Associate members shall not be entitled to vote on any matters submitted to a vote of the general membership. Both General and Associate Members have the right to present and discuss the affairs of the Voters League and are entitled to participate in the general activities of the Voters League, as well as have the right to attend any meeting of the Board.

On being admitted to membership, each General Member is entitled to, and the Voters League must give the member, without charge, a copy of the Bylaws of the Voters League.

Any member, either General or Associate, may withdraw his/her membership at any time.

## Section 3 – Dues

There is an annual suggested donation of \$25.00 covering both an individual and immediate family households. Suggested donations are requested to be paid in January of each calendar year and can be waived for members 65 years and older.

## ARTICLE III – MEETINGS

### Section 1 – Meetings

There shall be a meeting of the general membership of the Voters League the second Saturday of the second month of each calendar quarter (February, May, August, November), or as otherwise determined by the Board. The President of the Voters League may, from time to time, because of inclement weather or other emergencies, cancel a scheduled meeting, provided that proper notice of such cancellation is given. In the event of inclement weather, it is the general membership's responsibility to contact one of the members of the Board to ascertain whether a meeting is cancelled.

Special meetings of the general membership of the Voters League may be called by the Board. Notice of such meetings shall be given at least five (5) days previous thereto by written notice delivered personally or send by mail or email, or by telephone, to each General Member at his or her address or email address as shown in the records of the Voters League. If mailed, such notice shall be deemed delivered when deposited in the United States mail in a sealed envelope so addressed with postage thereon prepaid. If notice is given by email, such notice shall be deemed to be delivered when the email is delivered to the receiver's server. If notice is given by telephone, such notice shall be deemed to be delivered when notice is given directly to the Member, or in his/her absence, by leaving a message for said Member at his/her phone number as shown in the records of the Voters League. The notice shall include, but not be limited to, time and place of meeting and agenda. Special meetings may also be called upon the written request of ten (10) General Members of the Voters League. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least five (5) days notice shall be given. Quorum: A quorum for action on business conducted during a general membership meeting shall be a minimum of ten (10) General Members.

The rules contained in the current edition of Robert's Rules of Order, Newly Revised, shall govern the Voters League in all cases which are not consistent with the Bylaws and any special rules of order the Voters League may adopt.

The President of the Voters League shall appoint a parliamentarian, who will rule on the points of procedure at Board and general membership meetings and assure adherence to these bylaws during such meetings. The

parliamentarian should be very familiar with parliamentary procedure, as well as these bylaws, and must be approved by the Board.

Any member who wishes to address the general membership at a meeting, regardless of the issue, shall be allowed at least five (5) minutes to do so. The member must be on the agenda, either in advance of the meeting or by requesting time prior to the start of the meeting, subject to approval by the Board.

In the event the Voters League desires to host any political candidates or forums at a general membership meeting, all candidates shall be given at least five (5) minutes to speak and all shall be entitled to explain their platform if they so desire, and/or that a question and answer forum be allowed. All candidates shall be given equal opportunity and shall be treated equally in all respects.

Any and all flyers, hand-outs, information sheets, etc. that are of a political nature shall be placed in a general location at general membership meetings and the membership shall be advised that the material is available.

## Section 2 – Voting

A majority of the vote entitled to be cast by the general membership present at a meeting at which a quorum is present shall be necessary for the passage of any business requiring a vote unless a greater proportion is required by law or these bylaws.

## ARTICLE IV – VOTERS LEAGUE BOARD OF DIRECTORS

### Section 1 – Elections

The Officers of the Voters League Board of Directors shall consist of a President, Vice-President, Secretary, Treasurer, and three (3) Directors at Large. After every election of a new President, the outgoing President shall serve two (2) years on the Board as a non-voting member.

The Officers must be General Members and shall be elected by a vote of the general membership of the Voters League.

No member who is also a Cherokee Nation elected official shall be entitled to serve as an Officer of the Voters League while serving as a Cherokee Nation elected official.

Officers shall be elected by a majority of the General Members of the organization present at the regular meeting at which the election is held. A nominating committee consisting of three members will be appointed by the current President.

Nominations for Officers will be taken at a designated quarterly general membership meeting. Elections for the office seat will occur at the next designated general membership meeting.

The elected candidate(s) shall be installed and their terms of office shall commence at the same general membership meeting.

All Officers shall serve two-year terms unless removed from that office for cause, or if removed from the general membership of the Voters League for reasons stated in these bylaws or if the Officer resigns the position due to inability to satisfactorily perform the duties of said position or if the Officer resigns the position. No member shall be eligible to serve more than two consecutive terms in the same office, unless that Officer's position cannot be filled.

Officer seats will be classified and referred to as follows: Seat 1 President, Seat 2 Vice-President, Seat 3 Secretary, Seat 4 Treasurer, Seats 5, 6 and 7 Directors at large.

Officers shall be elected as follows: Beginning with the year 2008, and every other year thereafter, Seats 1, 3, 5, and 7 will be filled. Beginning with the year 2009, and every other year thereafter, Seats 2, 4, and 6 will be filled.

When a vacancy occurs, the Board shall fill the vacancy by a temporary appointment by a vote of a majority of the remaining Directors, even though less than a quorum may exist. In the event that a vacancy occurs in the office of President, that office shall be assumed by the Vice-President. A special election shall be called at the next general meeting to fill the unexpired term of the vacant office of the Voters League, wherein nominations may also be made from the floor.

Board of Directors meetings will be held prior to the General Meeting or at the discretion of the presiding President.

Section 2 – Duties

President

1. The President shall preside at all meetings of the Voters League, as well as all meetings of the Executive Board.
2. He/She shall never make decisions affecting the general membership, except those listed in the Bylaws, without the consent of the Board.
3. He//She shall see that the books, reports, statements and certificates required by tribal, federal, and state statutes are properly kept, made, and filed according to law.
4. He/She may sign all notes, drafts, or bills of exchange, warrants, or other orders for the payment of money.
5. He/She shall present at each general meeting a report on the conditions of the business of the Voters League.
6. He/She shall enforce observance of the provisions of the Articles of Incorporation and Bylaws.

Vice-President

1. The Vice-President shall act for the President in his/her absence, resignation or removal.
2. He/She shall keep in touch at all times with the activities of the organization and at all times be ready to assist the President.

Secretary

The Secretary shall record the proceedings of all general, special, and Directors meetings. He/She shall maintain a record of all minutes and past meetings and shall answer all official mail under the directions of the President. He/She shall be custodian of the seal of the Voters League and affix the same when required. He/She shall give and serve all notices of the Voters League. He/She shall present to the Executive Board, at the stated meetings, all communications addressed to him/her officially by the President or any officers, employees, or members of the Voters League.

Treasurer

The Treasurer shall keep and maintain an account for all monies, credit, or property of the Voters League of any and every nature which shall come into his or her hands and shall keep and maintain an accurate account of all money received and disbursed, and proper vouchers for money so disbursed. He/She shall require that the funds of the Voters League be collected and disbursed in the manner prescribed by the Voters League and the Board of Directors. He/She shall keep all the funds in a bank or banks or invest the amounts as authorized by the Board and in the name of the Voters League, subject to withdrawal or transfer in such a manner as may from time to time be directed by the Board. He/She shall render such accounts, statements, and inventories of monies received and disbursed and of money and property in hand and generally of all matters pertaining to his or her office as shall be required by the Association or the Executive Board. He/She may sign and endorse all checks, drafts, warrants, and orders of payments for money and pay out. He/She shall provide a full financial report at the meetings of the Board and shall provide periodic reports to the general membership on a quarterly basis. Disbursement of funds of the Voters League may be delegated to the administrative staff, but the responsibility to ensure that these are properly executed shall remain vested in the Office of the Treasurer.

ARTICLE V – COMMITTEES

Section 1 – Formation of Committees

- A. The President will appoint the Chairman of each committee from the general membership.
- B. The Chairman of each committee shall appoint members to the committee.
- C. The terms of the Chairman of each committee shall be for two years and/or the duration of the committee. The terms of the committee members shall be for one year or at the discretion of the committee Chairman.
- D. The committee shall meet at the discretion of each committee Chairman and shall report at regular general membership meetings.

Section 2 – Standing Committees

- A. A Hospitality Committee shall be recognized and shall have the duty of coordinating supplies, decorations, etc. for socials held at the Voters League’s quarterly meetings and any special activities the Voters League may sponsor. The Board member holding position #6 (Director at Large) will serve as advisor for the Hospitality Committee.
- B. A Program Committee, which includes the Vice President, shall be recognized and shall have the duty of coordinating speakers, demonstrations, presentations, etc., for the Voters League’s general membership meetings. The Program Chairman will check with the Voters League President and Secretary before finalizing any plans to confirm that there will be time for said planned program, and if so, to be placed on the agenda.
- C. A Special Projects Committee shall be recognized and shall have the duty of coordinating speakers, demonstrations, presentations, classes etc. for the Voters League’s general membership, but not necessarily during the membership meetings. The Special Projects Chairman will check with the Voters League President and Secretary before finalizing any plans to confirm that there will be time for said planned program, and if so, to be placed on the agenda. The Director holding Position #5 (Director at Large) will act as advisor to the Special Projects Committee.
- D. A Newsletter Committee, which includes the President, shall be recognized and shall have the duty of editing, publishing, and distributing a monthly newsletter to the Voters League members.
- E. A Membership Committee, advised by the Director holding Position #7 (Director at Large), shall be recognized and shall be responsible for contacting, recruiting, and retaining potential Voters League members.

ARTICLE VI – GENERAL BUSINESS

Section 1 – Management

- A. The affairs of the Voters League shall be managed by its Board of Directors.

Section 2 – Fiscal Year

- A. The fiscal year of the Voters League shall begin on the first day of January and end on the last day of December each year.

Section 3 – Offices

- A. The Voters League may have its principal office anywhere the Board of Directors may determine or as the affairs of the Voters League may require from time to time, or if no permanent office location is required, meeting locations for the Board of Directors will be specified by the President or Secretary. Business of the Voters League may be conducted by phone, mail, or email as needed.

ARTICLE VII – AMENDMENTS

The Bylaws of the Voters League may be approved or amended by a majority vote of General Members in attendance, provided the amendment has been submitted in writing to the Board at a previous regular meeting.

ARTICLE VIII – DISSOLUTION

Section 1 – Dissolution of the Voters League

- A. Dissolution of the Voters League shall be decided upon by a quorum of the Board of Directors attending a

meeting called only for the purpose of considering dissolution; said meeting to be called by the President, upon approval of the Officers.

Written notice of such a meeting shall be given to all members of the Voters League thirty (30) days prior to the date set for the meeting.

B. If the Voters League shall ever be dissolved, as provided for in the preceding section, all assets belonging to the Voters League shall be given to the Cherokee Nation, or charitable non-profit organization to be decided at the meeting.

#### ARTICLE IX – ADOPTION

The Bylaws contained herein were approved and adopted by the qualified voters of the Voters League, at a meeting of said Voters League held on the 8th day of November, 2008