

Texas County Veterans Inc.
Veterans serving Veterans in Texas Counties
P.O. Box 2567
Stephenville, TX 76401

BYLAWS OF: Texas County Veterans Inc.

ARTICLE I - NAME, PURPOSE

Section 1: The name of the organization shall be: **Texas County Veterans Inc.**

Section 2: Texas County Veterans Inc. is organized exclusively for charitable, scientific and educational purposes, more specifically to provide for the needs of veterans residing in Texas Counties Through its Divisions in those counties including but not limited to; shelter, food, clothing, counseling, advocacy, financial assistance, physical welfare, spiritual welfare, medical assistance and employment counseling. We shall provide by the best of our ability to meet those needs utilizing; donated funds, internal assets and volunteers as well as other service organizations.

ARTICLE II - MEMBERSHIP

Section 1: Membership shall consist only of the members of the board of directors.

ARTICLE III - ANNUAL MEETING

Section 1: Annual Meeting. The date of the regular annual meeting shall be set by the Board of Directors; who shall also set the time and place.

Section 2: Special Meetings. Special meetings may be called by the Chair or the Executive Committee.

Section 3: Notice. Notice of each meeting shall be given to each voting member, by electronic mail (E-mail), not less than five business days before the meeting.

Section 4: The Texas County Veterans Inc. mission statement shall be read aloud by the secretary at the start of all meetings.

ARTICLE IV - BOARD OF DIRECTORS

Section 1: Board Role, Size, Compensation. The Board is responsible for overall policy and direction of the Council, and delegates' responsibility for day-to-day operations to the Council Director and committees. The Board shall be made up of the Executive board members and a delegate from each County Veterans unit. The board receives no compensation other than reasonable expenses.

Section 2: Meetings. The Board shall meet at least twice a year, at an agreed upon time and place.

Section 3: Board Elections. Election of new delegates will fall under the By-Laws of the individual Divisions. The executive committee shall be invitation only by the Chairman of the board of Texas County Veterans Inc.

Section 4: Terms. All Board members shall serve 2 year terms, but are eligible for re-election. Their terms shall run concurrently with their local county term. Election for each delegate is at the individual county level.

Section 5: Quorum. A quorum must be attended by at least two-thirds of the Board members before business can be transacted or motions made or passed.

Section 6: Notice. An official Board meeting requires that each Board member have written via electronic mail (E-mail) notice five business days in advance.

Section 7: Officers and Duties. There shall be four officers of the Executive Board consisting of a Chair, Vice Chair, Secretary and Treasurer. Their duties are as follows:

The Chair shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting in the following order: Vice-Chair, Secretary and Treasurer. The Chair shall be a member of The Texas County Veterans Inc. Board of Directors and shall participate in whatever duties are called upon him/her during his/her tenor.

The Vice-Chair will chair committees on special subjects as designated by the board.

The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and

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the agenda to each Board members, and assuring that corporate records are maintained. The Secretary shall also be responsible for keeping local county Veterans in the loop on Veterans activities.

The Treasurer shall present a report at each Texas County Veterans Inc. Board meeting. Treasurer shall chair the finance committee, assist in the preparation of the budget, help develop fundraising plans, and make financial information available to Board members and the public. The Treasurer shall also oversee the finances of the County Divisions within Texas county Veterans Inc. in order to ensure each Division meets all the requirements of Texas County Veterans Inc. Federal and State regulations. The treasurer of each County Division shall report to the Treasurer of Texas County Veterans Inc.

Section 8: Vacancies. When a vacancy on the Board exists, the local unit with the vacancy shall provide his or her replacement in accordance with their By-Laws. These vacancies will be filled only to the end of the particular Board member's term as stated in their By-Laws.

Section 9: Resignation, Termination and Absences. Resignation from the Board must be in writing and received by the Secretary. A Board member can be dropped for excess absences from the Board if s/he has three unexcused absences from Board meetings in a year. A Board member may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 10: Special Meetings. Special meetings of the Board shall be called upon the request of the Chair or one-third of the Board. Notices of special meetings shall be sent out by the Secretary to each Board member by electronic mail (E-mail) five business days in advance. A substitute delegate may be allowed should the current delegate be unable to attend.

Section 11: Electronic mail (E-mails) shall be considered official notification media for meeting notification, transmittal of minutes as well as other documentation. E-mails must be kept confidential and must not be shared outside the board unless authorized by the Chair in writing.

ARTICLE V - COMMITTEES

Section 1: The Board may create committees as needed, such as fundraising, housing, etc. The Board Chair appoints all committee chairs.

Section 2: The four officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Committee shall have all of the powers and authority of the Board of Directors in the intervals between meetings of the Board of Directors, subject to the direction and control of the Board of Directors.

Section 3: Finance Committee. The Treasurer is chair of the Finance Committee, which includes three other Board members. The Finance Committee is responsible for developing and reviewing fiscal procedures, fundraising plans, and annual budget with staff and other Board members. The Board must approve the budget, and all expenditures must be within the budget. Any major change in the budget must be approved by the Board or the Executive Committee. The fiscal year shall be the calendar year. Annual reports are required to be submitted to the Board showing income, expenditures and pending income. The financial records of the organization are public information and shall be made available to the membership, Board members and the public.

ARTICLE VI - OUTREACH STRUCTURE

Texas County Veterans Inc. shall provide a structured approach to meeting the needs of Veterans.

1. Set up sister Veteran Divisions such as Erath County Veterans in every Texas County to carry out services to resident Veterans within their County. Texas County Veterans Inc. (TCVI) shall oversee the formation of these Divisions.
 - a. The Chairman of each Division shall become a voting member of the TCVI Board. Each Division Treasurer shall report to the Treasurer of Texas County Veterans Inc.
 - b. The Chairman of each Division shall build a Board of Directors in accord with the By-Laws adopted by the Division.
 - c. Each Division shall provide properly vetted volunteers to undergo State certified Peer to Peer training under Bring Everyone into the Zone (BEITZ).

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2. Texas county Veterans Inc. shall coordinate the training of volunteers provided by county Divisions.
 - a. It is understood that all costs including travel and accommodations for training is provided by a centralized organization such as BEITZ.
3. TCVI shall oversee all Peer to Peer counseling and advocacy provided by County Divisions in order to provide a coordinated effort on behalf of Veterans.
 - a. TCVI shall provide tools necessary to accomplish these goals.
4. The County Divisions shall operate in a semi autonomous role; in order to meet the specific needs of Veterans within their County.
 - a. Services shall be accessible across County lines in order to facilitate cooperation of the Divisions and maximize cost benefit results.
 - b. Texas County Veterans Inc. Board of directors shall coordinate the efforts of their Divisions within the Counties of Texas.

ARTICLE VII – SERVICE

The needs of Veterans are many and varied. Serving our Veterans requires a multi-faceted approach that varies with every Vet. Canned services are useless when dealing with a Veteran. Every Vet is special and each must be treated with the respect they so rightly deserve. What works for one will not work for all. That is the fallacy of so many organizations today. It is this understanding that allows fellow Veterans to best service those needs.

We understand that every person that signed a contract with the Government to serve this country in the military service deserves the same respect and commitment whether they served on the battlefield or not. We understand the hazards that our men and women in uniform are exposed to while performing their job. We also understand that the spouse of a Veteran has also signed on the dotted line as well as any under age children. We know the importance of the family structure and the need to provide for the entire family. Therefore the spouse and under age children of a Veteran shall be provided the same respect and care given to the Veteran. The term Veteran shall additionally be used to describe the spouse of a Veteran or under age children of a Veteran in regard to services rendered.

1. Every Veteran shall be evaluated one on one by a trained Peer specialist. That specialist shall consult with other team members comprised of four members of the County Division to ensure nothing is missed, and a course of action can be determined. This evaluation shall remain ongoing as long as the Veteran maintains contact with us.
2. Progress reports shall be presented to the Team on a timely basis to include services provided and how the Veteran is progressing.
3. Texas County Veterans Inc. shall protect itself by requiring the Veteran to complete a form describing resources and aid and to allow the appropriate County Veterans Division to perform background checks. This form will require a Notary stamp.
4. Each County Veterans Division shall provide both group and individual counseling sessions to include but not limited to PTSD, depression, alcohol and drug abuse and provide a support structure to intervene on behalf of the Veteran during crisis.
5. Each County Veterans Division shall provide legal advocacy to the Veteran as well as working with the individual counties to push for Veteran Courts within the county.

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6. County Veterans Divisions shall assist the Veteran with obtaining benefits available through the Veterans Administration, social security, State and local agencies as well as other Veteran oriented service organizations.
 - a. TCVI shall utilize DAV and VFW service officers, County Veterans Service Officers, and other professional personnel trained for this purpose.
7. TCVI understands the need to meet Veterans at all levels of need and shall provide both monetary and volunteer help to meet these needs.
 - a. This shall be accomplished through providing shelter or improving living conditions at a Veteran's residence. We shall also provide medical necessities such as hospital beds, and other healthcare products.
 - b. TCVI shall seek to assist the Vet in paying basic bills and other debts.
 - c. Food is a necessity to basic life and improved health. TCVI shall work with the Vet in obtaining food and setting up good nutritional practices.
 - d. Clothing is also essential to establishing a feeling of well being and self respect and TCVI shall help with this need.
 - e. The fellowship of other Veterans benefits the Veteran. We shall provide a means for Vets to be with other Vets on a social, religious and therapeutic level. This also includes family members.
 - f. There are many other ways TCVI will assist our Veterans and their families such as education, employment counseling, mentoring, and participating in volunteer service to name a few.
8. TCVI is committed to the theory of Maslow's hierarchy of needs and we use this model as a guide to determine what help we can provide.

ARTICLE VIII – VETERAN QUALIFICATION

In this Article, "Veteran" Means a person who:

1. Has served in:
 - a. The Army, Navy, Air Force, Coast Guard, or Marine Corps of the United States;
 - b. The state military forces as defined by Section 431.001, Government Code; or
 - c. An auxiliary service of one of those branches of the armed forces; and
 - d. Is on active duty or discharged from the branch of the service in which the person served. Discharges include; Honorable, General, Bad Conduct, Hardship, Medical. Dishonorable discharges will be considered on an individual basis.
2. The Spouse and under aged children of a Veteran or deceased Veteran.
3. Be it known that Texas County Veterans Inc. will not discriminate against any Veteran, Spouse and underage Child of a Veteran because of; Religion, Color, Ethnic background, or political alignment.

ARTICLE IX – RESPONSABILITIES OF TEXAS COUNTY VETERANS INC. AS PARENT ORGANIZATION

Section 1: Texas County Veterans Inc. shall operate as the coordinating body within the family of "Texas County Veterans".

Section 2: Texas County Veterans reserves the right to restructure a County Veterans Division should improprieties be found that could harmfully impact the family of "Texas County Veterans". Restructuring must have a two thirds majority approval of the Delegates to Texas County Veterans except in the case of financial mismanagement or fraud.

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Section 3: Article VII – Responsibilities of Texas County Veterans Inc. as parent organization cannot be changed or modified in any fashion without a two thirds majority vote of the Board of Directors of Texas County Veterans Inc.

ARTICLE X - POLICIES

Section 1: Texas County Veterans Inc. shall comply with the Texas County Veterans Inc. policy on conflicts of interest dated 22 October, 2011.

Section 2: Upon dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c)(3), of the internal revenue code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for public purpose.

These Bylaws were approved by the Board of Directors of **Texas County Veterans Inc.** on 24 October, 2011.