

# **Mississippi Association of Supervisors Minority Caucus**

## **ORGANIZATION BYLAWS**

### **ARTICLE I (NAME)**

**The name of the Association shall be the MISSISSIPPI ASSOCIATION OF SUPERVISORS MINORITY CAUCUS (MASMC).**

### **ARTICLE II (OFFICE LOCATION)**

The official business address of the Association shall be the address of the incumbent President of the Association or such other address as may be determined by the Executive Committee. Each member of the Association shall be notified by the Secretary of the Association within ten (10) days after the occurrence of any change of address.

### **ARTICLE III (ORGANIZATIONAL PURPOSE AND MISSION)**

*The mission of the Mississippi Association of Supervisors Minority Caucus is: “To provide educational training and support to minority county supervisors; and, develop policy that promote and create an enhanced quality of life for all Mississippians and the communities they serve.”*

### **ARTICLE IV (PROCEDURES)**

The official business of the Mississippi Association of Supervisors Minority Caucus shall be conducted in accordance with Robert's Rules of Order (Newly Revised) when not inconsistent with the By-Laws or Rules of the Association.

# Mississippi Association of Supervisors Minority Caucus

## ARTICLE V (MEMBERSHIP)

This Association shall be a membership organization with no capital stock, and no dividends or pecuniary profit of any character shall insure to the benefit of its officers, members, or employees. There shall be three (3) classes of membership in the Association as follows:

- (1) **Active Members** of the Association shall be minority elected County Supervisors and minority County Officials in good financial standing. The privilege of voting and holding an elective office in this Association shall be limited to active members.
- (2) Any other person having an interest in the purposes and programs of this Association, may be admitted to **Associate Membership** at any MASMC conference or meeting.
- (3) **Honorary Membership** is automatically conferred upon each immediate past President to the Association upon the election and qualification of her/his successor in the office of President. Honorary membership may also be conferred upon any person in accordance with a resolution being duly adopted at any meeting of the members.

## ARTICLE VI (MEETINGS)

MASMC shall plan for the following conference/ meetings each calendar year:

### **The MASMC Annual Education Conference:**

There shall be an annual educational conference of all members of this Association in April of each year or at a designated time established by the Executive Committee and approved by the general membership at its Summer Meeting. The annual conference shall be held at a location recommended by the President and approved by the Executive Committee after due diligence has been done by the organization's Executive Director. The conference location for each following

# **Mississippi Association of Supervisors**

## **Minority Caucus**

year shall be recommended by the Executive Committee and shall be approved by the general membership at its annual meeting, after which the Executive Director will perform due diligence of both the selected time and location. Upon receipt of a report from the Executive Director at the Summer Meeting, final approval shall be made by the general membership.

### **The MASMC Summer Meeting:**

This meeting will be in conjunction with the MAS meeting for that time period

### **The MASMC Fall Meeting:**

This meeting will be in conjunction with the MAS meeting for that time period.

### **The MASMC Mid-Winter Legislative Meeting:**

This meeting will be in conjunction with the MAS meeting for that time period.

### **The MASMC Congressional Districts Symposiums:**

These meeting will be held at designated times established by the Congressional Districts Directors, in conjunction with the Executive Committee, and approved by the general membership.

All business coming before the said conference /meetings shall be disposed of by a majority of the votes cast at the conference/meetings. Twenty-five (25) percent of the active MASMC members present shall constitute a quorum for the transaction of business. Each member shall be entitled to one vote on every question put before the said conference/meetings or special meetings of the general membership. If a determination is made that a quorum is not present, no further business may be conducted; and if a quorum is not present before the close of the final business session of the conference/meeting, all unfinished business will be referred to the Executive Committee who shall be empowered to act thereon for and on behalf of the membership at the said conference/meeting or special meeting. Upon thirty (30) days notice,

# **Mississippi Association of Supervisors**

## **Minority Caucus**

including notice of the action to be considered, special meetings of the membership may be called by the president at any time and place with the concurrence in writing of a majority of the Executive Committee. The Executive Committee shall transact all business of the Association between general meetings of the membership.

### **ARTICLE VII (DUES)**

The membership dues of the Association shall be as follows:

**ACTIVE MEMBERSHIP.** Each active member shall be assessed annual dues of Two Hundred Dollars (\$200.00) for the support of the organization. Dues shall be set or confirmed at each annual conference of the Association and shall be paid by February 15<sup>th</sup> of each year. Each member must be in good financial standing in order to exercise his/her right to vote, or to hold any office as stated above. Members who are not in good financial standing shall not be entitled to benefits provided to members who are in good financial standing.

**ASSOCIATE MEMBERSHIP.** Each associate member shall pay the sum of \$300.00 per year as dues.

### **ARTICLE VIII (FISCAL YEAR)**

The Fiscal Year of the Association shall be from January 1<sup>st</sup> to December 31<sup>st</sup>.

### **ARTICLE IX (OFFICERS)**

# **Mississippi Association of Supervisors**

## **Minority Caucus**

The officers of the Association shall consist of a President, 1st Vice President, 2nd Vice President, Executive Secretary, Assistant Secretary, Treasurer, Assistant Treasurer and Parliamentarian, all of whom shall be active members of the Association. These officers shall be elected every two years by a majority vote cast at the January election to serve a term of one (1) year. They shall hold office until their successors are elected and qualified, so long, as they shall remain in county office.

**PRESIDENT.** The President shall preside at all meetings of members (both general and special), all meetings of the Executive Committee and shall have the general supervision of all business of the Association. The President shall appoint member to all committees, notwithstanding the members appointed as per these Bylaws.

**1st VICE PRESIDENT.** The 1st Vice President shall consult with, counsel, and advise the President; He/She shall prepare with the President the conference agenda for the annual meetings, and such other duties as assigned by the President. In the absence, disability, or retirement of the President, the duties of the President shall be performed by the 1st Vice President

**2nd VICE PRESIDENT.** The 2nd Vice President shall be in charge of membership and head the Membership Committee. He/She shall consult with, counsel, and advise the President and Executive Committee; He/She shall perform such other duties as assigned by the President. In the absence, disability or retirement of the President and/or 1st Vice President, perform the duties of the President and/or 1st Vice President.

**EXECUTIVE SECRETARY.** The Executive Secretary shall be the keeper of records and handle all correspondence of the Association including but not limited to meeting notices and other information to be disseminated to general membership. The Executive Secretary shall also record accurate minutes of meetings of the Association. The Executive Secretary of the Association shall also serve as Secretary of the Executive Committee.

# Mississippi Association of Supervisors Minority Caucus

**ASSISTANT SECRETARY.** The Assistant Secretary shall act as Secretary in the absence, disability or retirement of the Executive Secretary, and shall take and transcribe the minutes of the various committees of MASMC and assist the Executive Secretary in the discharge of his/her duties.

**TREASURER.** The Treasurer shall oversee the financial affairs of the Association and keep the Executive Committee and membership advised of the financial condition and needs of the Association through periodic financial statements. The Treasurer shall maintain a trust account for the depository of dues and other monies of the Association.

**ASSISTANT TREASURER.** The Assistant Treasurer shall act as Treasurer in the absence, disability or retirement of the Treasurer, and shall oversee the financial affairs of the Association and keep the Executive Committee and membership advised of the financial condition and needs of the Association through periodic financial statements.

**PARLIAMENTARIAN.** The Parliamentarian shall settle disagreements as to procedure. He/She shall also keep order and maintain an atmosphere conducive to professionally conducting the business of the Association. He/She shall be governed by the procedures as set forth in Article IV.

**CONGRESSIONAL DISTRICT REPRESENTATIVES.** There shall be twelve (12) Congressional District Directors (three from each district) elected by majority of votes at the Mid Winter Legislative Meeting. Terms shall be for 1 year. Congressional District Directors shall annually host at least 2 community meetings, seminars, or conferences to keep regional membership abreast of MASMC activities, share information, and resolve problems or create opportunities that are of a regional nature. Congressional District Directors shall report at all meetings of MASMC on the activities of each Congressional District.

# **Mississippi Association of Supervisors Minority Caucus**

## **ARTICLE X (EXECUTIVE COMMITTEE)**

The Executive Committee shall consist of the President, Immediate Past President, 1st Vice President, 2nd Vice President, Executive Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, Parliamentarian and twelve (12) Congressional District Directors elected by a majority of votes at the Mid Winter Legislative Meeting.

Members of the Executive Committee shall have full voting powers and shall hold office until their successors are duly elected or appointed. Interim policy decisions arising between regularly scheduled meetings shall be made by the Executive Committee in the name of the Association, but such policy may be subject to revisions by the next regular scheduled meeting of the Association.

The Executive Committee shall be empowered to release public statements on behalf of the Association between membership meetings.

Action of the Executive Committee shall require a majority vote of those present, or a majority of the Executive Committee conducted by phone in the event of expedited decisions. In any event, no less than eight (8) Executive Committee members shall make any such decisions.

## **ARTICLE XI (COMMITTEES)**

The President shall appoint such committees as may, from time to time, be deemed proper for carrying on the business of the Association provided that committees shall also be appointed in accordance with any resolution adopted by the members present at a conference/meeting. The

# Mississippi Association of Supervisors

## Minority Caucus

following committees shall be considered Standing Committees that the President shall appoint members to immediately after each Annual Meeting:

**Annual Conference Committee:** In addition to those appointed by the President, the Annual Conference Committee shall also consist of the President, Treasurer, Secretary, Executive Director and host Supervisors.

**By-Laws Committee:** All members appointed by the President

**Community Legends Awards Committee:** All members appointed by the President

**Congressional District Symposium Committee:** In addition to those appointed by the President, the Congressional District Symposium Committee shall also consist of at least one Congressional District Representative from each Congressional District.

**Educational Programs Committee:** All members appointed by the President

**History Committee:** All members appointed by the President

**Legislative Committee:** In addition to those appointed by the President, the Legislative Committee shall also consist of at least one Congressional District Representative from each Congressional District.

**Membership Committee:** In addition to the appointments made by the President, the Membership Committee shall be chaired by the Second Vice President.

**Scholarship Committee:** All members appointed by the President

**Technology and Website Committee:** All members appointed by the President

A Committee Chair shall be declared vacant upon the absence of a semi and/or annual report to MASMC on the activities of the Committee either in written form or orally.



# **Mississippi Association of Supervisors Minority Caucus**

## **ARTICLE XII (CONTRACTUAL SERVICES)**

The MASMC, by a majority vote of its members, may contract with professional entities and/or individuals to perform professional services deemed necessary by the association. Such services may include, by not be limited to: Executive Director, Financial Coordinator, and Technology Support Coordinator. These Contractual Services shall first be reviewed by the Executive Committee and approved by the body.

## **ARTICLE XIII (NOMINATIONS)**

The President of the Association shall appoint a Nominating Committee consisting of at least three (3) active members of the Association. Notice as to who constitutes the Nominating Committee shall be made available at the October/Fall meeting and mailed immediately thereafter to the entire membership of the Association. The Committee shall receive and prepare nominations of all elected offices and present such nominees to the general body at the Mid-Winter Conference provided that additional nominations for any elective office may be made from the floor. Nominations from the floor for the Executive Committee must designate the nominee being challenged.

## **ARTICLE XIV (AMENDMENTS)**

These by-laws may be amended by a majority vote of all votes cast on the question provided, however, that any proposed amendment must be submitted in writing to the President of the Association at least thirty (30) days prior to the convening of the annual conference and voted upon at the business session. Amendments to the by-laws shall become effective upon adoption unless otherwise specified.

**Mississippi Association of Supervisors  
Minority Caucus**

**Approved as Amended:**

**The 8th day of April 2022.**

**Supervisor Gloria Dickerson  
(Sunflower County), President**

---

**Supervisor Shawn Jackson  
(Warren County), Executive Secretary**

---