

**RICHARDSON CHAMBER OF COMMERCE**  
**AMENDED AND RESTATED BYLAWS**

Effective October 28, 2024

## TABLE OF CONTENTS

	Page
PREAMBLE .....	3
ARTICLE I NAME, PURPOSE AND POWERS.....	3
Section 1.1 Name .....	3
Section 1.2 Purpose .....	3
Section 1.3 Scope of Activities .....	3
Section 1.4 Powers .....	3
Section 1.5 Robert’s Rules of Order .....	4
ARTICLE II BOARD OF DIRECTORS .....	4
Section 2.1 Duties .....	4
Section 2.2 Classes of Board Members.....	4
Section 2.3 Elected Directors .....	4
Section 2.4 Ex-officio Members .....	4
Section 2.5 Past Chair of the Board .....	5
Section 2.6 Vacancies and Removal .....	5
Section 2.7 Quorum; Voting .....	6
Section 2.8 Order of Business .....	6
Section 2.9 Action Without Meeting.....	7
Section 2.10 Responsibilities .....	7
ARTICLE III MEMBERSHIP .....	7
Section 3.1 Qualifications and Criteria .....	7
Section 3.2 Approval.....	7
Section 3.3 Voting.....	7
Section 3.4 Committees.....	8
Section 3.5 Termination and Removal.....	8
ARTICLE IV MEETINGS.....	9
Section 4.1 Annual Membership Meeting.....	9
Section 4.2 Board Meetings .....	9
Section 4.3 Meetings By Telephone or Other Remote Electronic Communications Technology .....	9
ARTICLE V ELECTIONS.....	10
Section 5.1 Nominations .....	10
Section 5.2 Election.....	10
Section 5.3 Ballot Approval and Election Results .....	10
ARTICLE VI STANDING COMMITTEES.....	10
Section 6.1 Executive Committee .....	10
Section 6.2 Nominating Committee .....	11
Section 6.3 Budget and Finance Committee .....	11
ARTICLE VII OTHER COMMITTEES .....	12
Section 7.1 Formation .....	12
Section 7.2 Goals and Members.....	12
Section 7.3 Recommendations .....	12
Section 7.4 Task Forces .....	12
ARTICLE VIII OFFICERS.....	12
Section 8.1 Number and Titles .....	12
Section 8.2 Election and Term of Office.....	13

Section 8.3	Removal .....	13
Section 8.4	Vacancies .....	13
Section 8.5	Chairs of the Board .....	13
Section 8.6	Vice Chair .....	13
Section 8.7	Secretary .....	14
ARTICLE IX PRESIDENT .....		14
Section 9.1	Duties .....	14
Section 9.2	Responsibilities .....	14
Section 9.3	Removal .....	14
Section 9.4	Surety Bonds .....	15
ARTICLE X BUDGET AND FINANCIAL MATTERS; CONTRACTS .....		15
Section 10.1	Administration of Budget .....	15
Section 10.2	Reserve Fund .....	15
Section 10.3	Contracts .....	15
Section 10.4	Checks, Drafts, or Orders for Payment .....	15
Section 10.5	Depository Banks and Investment Policies .....	16
Section 10.6	Audit Firm .....	16
Section 10.7	Fiscal Year .....	16
ARTICLE XI BYLAWS AMENDMENT OR REPEAL OF BYLAWS .....		16
ARTICLE XII INDEMNIFICATION; INSURANCE .....		16
Section 12.1	Indemnification .....	16
Section 12.2	Other Rights .....	17
Section 12.3	Insurance .....	17
Section 12.4	Other Arrangements .....	17
Section 12.5	Other Provisions Applicable to Insurance and Other Arrangements .....	18
Section 12.6	Interpretation and Implementation; Severability .....	18
Section 12.7	Appearance as a Witness or Otherwise .....	18
ARTICLE XIII GIFTS AND CONFLICTS OF INTEREST .....		18
Section 13.1	Gifts .....	18
Section 13.2	Conflicts of Interest and Contracts or Agreements Involving Board Members or Officers .....	19
ARTICLE XIV NOTICES .....		20
Section 14.1	Manner of Giving Notice .....	20
Section 14.2	Waiver of Notice .....	20
ARTICLE XV MISCELLANEOUS .....		20
Section 15.1	Compensation; Reimbursement of Expenses .....	20
Section 15.2	No Loans to Board Members, Officers or Employees .....	20
Section 15.3	Seal .....	21
Section 15.4	Gender .....	21
Section 15.5	Invalid Provisions .....	21
Section 15.6	Headings .....	21
ARTICLE XVI WINDING UP AND TERMINATION .....		21

# **RICHARDSON CHAMBER OF COMMERCE AMENDED AND RESTATED BYLAWS**

## **PREAMBLE**

These Bylaws are subject to, and governed by, the Texas Business Organizations Code (the “Business Code”) and the Articles of Incorporation or Certificate of Formation of the Chamber (the “Certificate”). In the event of a direct conflict between the provisions of these Bylaws and the mandatory provisions of the Business Code or the provisions of the Certificate, such provisions of the Business Code or the Certificate, as the case may be, will be controlling.

## **ARTICLE I NAME, PURPOSE AND POWERS**

### Section 1.1   Name

The name of this corporation is the Richardson Chamber of Commerce (the “Chamber”), incorporated under the laws of the State of Texas and located in Richardson, Texas.

### Section 1.2   Purpose

The Chamber shall develop, promote and perpetuate a positive and profitable business and civic climate in Richardson and surrounding areas. All activities will be non-partisan and non-sectarian. Further, the Chamber shall neither have nor exercise any power, nor engage directly or indirectly in any activity, that would invalidate its status as a corporation that is exempt from federal income tax as an organization described in Section 501(c)(6) of the Internal Revenue Code of 1986, as amended (the “Internal Revenue Code”).

### Section 1.3   Scope of Activities

The Chamber may administer programs and services consistent with its mission and purpose by contract or agreement. The Chamber is a nonprofit corporation and shall have all of the powers, duties, authorities and responsibilities as provided in the Texas Non-profit Corporation Law (as defined in the Business Code). These activities shall be carried out to the extent and in such manner that they further business league purposes within the meaning of Section 501(c)(6) of the Internal Revenue Code.

### Section 1.4   Powers

The Chamber is a nonprofit corporation and, subject to any limitations set forth in the Certificate or these Bylaws, shall have all of the powers, duties, authorizations and responsibilities provided in the Business Code.

### Section 1.5 Robert's Rules of Order

Robert's Rules of Order Newly Revised shall govern all activities of the Chamber unless these Bylaws provide otherwise.

## **ARTICLE II BOARD OF DIRECTORS**

### Section 2.1 Duties

The Chamber shall be governed by a board of directors (the "Board") and, subject to the restrictions imposed by law, the Certificate or these Bylaws, the Board has the ultimate authority on all matters of the corporation subject to other provisions contained in these Bylaws. The Board shall approve an annual program of work that shall be the basis for all activities of the Chamber. The Board shall approve the membership dues and the Chamber's annual budget.

### Section 2.2 Classes of Board Members

Membership on the Board shall be divided into three (3) classifications: (a) elected directors (voting); (b) *ex officio* Board members (non-voting); and (c) any past Chair of the Board (non-voting). All elected directors shall represent businesses, organizations or groups that are members of the Chamber.

### Section 2.3 Elected Directors

(a) The elected directors shall be comprised of up to thirty (30) persons elected by and from the membership. After three complete two-year terms, an elected director may not be appointed or reelected to the Board until one calendar year has elapsed unless specifically approved by the board. A "term" as used in this Section 2.3 shall include any period of service during a board term in excess of twelve (12) months.

(b) If a director is elected to serve as Chair of the Board is during the final year of his or her third two-year term he or she shall remain on the Board for one additional year (a seventh year) as immediate past Chair of the Board.

(c) Businesses, organizations or groups may have only one representative serving as an elected director (i.e., a voting member of the Board) at any time.

### Section 2.4 Ex-officio Members

The *ex officio* Board members shall include: (a) the Mayor of the City of Richardson; (b) the City Manager of the City of Richardson; (c) the President of the Board of Trustees of the Richardson Independent School District; (d) the Superintendent of the Richardson Independent School District; (e) the President of the Board of Trustees of the Plano Independent School District; (f) the superintendent of the Plano Independent School District (g) the President of the University of Texas at Dallas or designee; (h) the

Chancellor of Dallas College or designee; (i) the President of Collin College or designee; (j) the Chair of the Richardson Chamber of Commerce Foundation; (k) the General Counsel of the Chamber (as appointed by the President), (l) additional *ex-officio* Board members as may be appointed by the current Chair of the Board with the approval of the Executive Committee, as may be deemed necessary and appropriate, who shall serve until the conclusion of the current Chair of the Board's term.

#### Section 2.5 Past Chair of the Board

Past Chair of the Board may remain non-voting members of the Board as long as their membership in the Chamber is paid and in good standing.

A Past Chairs Council will be formed. It shall consist of all Past Chairs of the Board whose membership is paid and in good standing. They shall meet with the current Chair of the Board and CEO at least once per year to provide advice and guidance.

#### Section 2.6 Vacancies and Removal

(a) Elected directors shall be elected to represent their employer. Should any elected director's employment terminate with the employer designated at the time of his or her last election to the Board, his or her position may become vacant, as determined by the Nominating Committee in its sole discretion. If re-appointed to fill such vacancy, such elected director will continue without change in the status of his or her term.

(b) Absence from three (3) consecutive regular meetings by elected directors, with or without cause, may be construed as a resignation from the Board, as determined by the Nominating Committee in its sole discretion.

(c) Any member of the Board may be removed for cause by a two-thirds (2/3) vote of the elected directors then in office at any meeting of the Board. Cause for termination shall include, but not be limited to, a material and serious violation of the Certificate, these Bylaws, the policies and procedures of the Chamber, disclosure of confidential information to unauthorized persons, excessive absences, or failure, refusal or inability to perform the duties of a Board member. No termination of a Board member may occur without first giving the Board member adequate notice and an opportunity to be heard by the full Board.

(d) Any vacancy occurring in an elected director's position prior to the expiration of such elected director's term shall be filled by the affirmative vote of at least a majority of the elected directors present at a meeting at which a quorum is present; provided that a vacancy need not be filled unless that vacancy would leave only two directors then serving. A director elected to fill an unexpired term shall be elected for the unexpired term of his or her predecessor in office. Each director so elected shall hold

office until his or her successor is elected by the members of the Chamber in accordance with ARTICLE V.

#### Section 2.7 Quorum; Voting

(a) At all meetings of the Board, the presence of a majority of the number of elected directors then in office shall be necessary and sufficient to constitute a quorum for the transaction of business, except as otherwise provided by law, the Certificate or these Bylaws. Any one or more members of the Board may participate in a meeting of the Board in accordance with Section 4.3. Participation by such means shall constitute presence in person at a meeting. An elected director present by proxy at a meeting may not be counted toward a quorum.

(b) If a quorum shall not be present at any meeting of the Board, the elected directors present at the meeting may adjourn the meeting from time to time, without notice other than announcement at the meeting, until a quorum shall be present. At any such adjourned meeting at which a quorum shall later be present, any business may be transacted which might have been transacted at the meeting as originally convened.

(c) The act of a majority of the elected directors present in person or by proxy at a meeting at which a quorum is present shall be the act of the Board unless the act of a greater number is required by law, the Certificate or by these Bylaws, in which case the act of such greater number shall be requisite to constitute the act of the Board.

(d) An elected director present at a meeting of the Board may vote on behalf of an absent elected director, provided that an original or copy of a written and dated proxy from the absent elected director, signed by the absent elected director or sent by electronic mail from an electronic mail address clearly identified as belonging to the absent elected director, is delivered to the Secretary prior to the meeting. Any such proxy shall be valid only for a single designated meeting. It shall either contain voting instructions, with which the present elected director must abide if the proxy vote is cast, or authorize the present elected director to vote as determined by the present elected director on any or all matter coming up for a vote at the meeting.

(e) The provisions of this Section 2.7 also apply to any meeting of a committee and to the committee's voting members.

#### Section 2.8 Order of Business

At meetings of the Board, business shall be transacted in such order as the Chair of the Board may determine from time to time unless the Board determines otherwise. The Secretary shall prepare minutes of such meetings unless the Chair of the Board or the Board appoints another person to act as secretary of the meeting. The approved regular minutes of the proceedings shall be digitally stored by the Chamber .

### Section 2.9 Action Without Meeting

Unless otherwise restricted by the Certificate or these Bylaws, any action required or permitted to be taken at a meeting of the Board may be taken without a meeting if a consent in writing, setting forth the action so taken, is signed by the number of elected directors necessary to take that action at meeting of the Board at which all of the elected directors are present and voting and if the procedures set forth in the Business Code are followed. Any written consent shall be physically signed on the form provided by the Chamber and sent to the Chamber by U.S. mail, hand delivery, or electronic transmission in portable document format (PDF). Any written consents by the elected directors shall be filed with the minutes of the proceedings of the Board. The provisions of this Section 2.10 also apply to any action of a committee without a meeting and to the committee's voting members.

### Section 2.10 Responsibilities

It is the responsibility of each member of the Board to act in the best interests of the Chamber in the furtherance of its purpose. Each member of the Board owes allegiance to the common good of the communities served by the Chamber and shall not act as a separate representative of a particular community where he works or resides.

## **ARTICLE III MEMBERSHIP**

### Section 3.1 Qualifications and Criteria

Membership shall be limited to businesses, non-profit organizations and individuals. Lifetime and honorary memberships may be awarded upon approval of the Board.

### Section 3.2 Approval

The Board shall recognize new members based upon a written application, which shall contain a statement that membership may be cancelled by the Board at any time for cause. Dues

Members shall pay annual dues in dollars for the privilege of membership. The amount shall be based upon a dues schedule approved from time to time by the Board.

### Section 3.3 Voting

(a) Each member shall be entitled to one (1) vote on any matter submitted to the membership by the Board. All members shall designate a main representative to receive all mailings from the Chamber.

(b) At any meeting of members, ten percent (10%) of the total membership present in person or by proxy, shall constitute a quorum.



(c) A member vote on any matter may be conducted by mail, electronic message or any combination of those methods, provided that votes shall be cast by a number of members not less than the number that would be sufficient to establish a quorum at a meeting of members.

(d) The act of a majority of the directors present in person or by proxy at a meeting at which a quorum is present shall be the act of the directors unless the act of a greater number is required by law, the Certificate or by these Bylaws, in which case the act of such greater number shall be requisite to constitute the act of the directors.

(e) An elected director present at a meeting of the Board may vote on behalf of an absent elected director, provided that an original or copy of a written and dated proxy from the absent elected director, signed by the absent elected director or sent by electronic mail from an electronic mail address clearly identified as belonging to the absent elected director, is delivered to the Secretary prior to the meeting. Any such proxy shall be valid only for a single designated meeting. It shall either contain voting instructions, with which the present elected director must abide if the proxy vote is cast, or authorize the present elected director to vote as determined by the present elected director on any or all matter coming up for a vote at the meeting.

(f) The provisions of this Section 3.4 also apply to any meeting of a committee and to the committee's voting members.

#### Section 3.4 Committees

Each member shall be entitled to submit names of representatives for possible service on committees.

#### Section 3.5 Termination and Removal

(a) Any member may resign from the Chamber upon written notice to the President. Any dues paid in advance shall be forfeited upon resignation.

(b) Any member may be removed from membership if such member becomes delinquent in the payment of dues for more than ninety (90) days, provided that written notice shall be mailed to the member to advise that the dues are delinquent.

(c) Any member shall be removed from the membership by the affirmative vote of two-thirds (2/3) of the elected directors present at a meeting of the Board for conduct unbecoming a member, damaging the reputation of the Chamber or actions otherwise prejudicial to the mission of the Chamber. Such action by the Board shall be preceded by ten (10) calendar days' written notice to the member with the opportunity for a hearing before the Board. Any dues paid in advance shall be forfeited upon removal.

## ARTICLE IV MEETINGS

### Section 4.1 Annual Membership Meeting

An annual membership meeting shall be held in the first quarter of the calendar year unless an exception is approved by the Executive Committee. The annual membership meeting may be held in conjunction with the Chamber's annual meeting.

### Section 4.2 Board Meetings

(a) Regular Meetings. The Board shall hold regular meetings at least six (6) times per year at such time, place and date as designated from time to time by resolution of the Board and pursuant to notice of meeting communicated to all members of the Board.

(b) Special Meetings. Special meetings of the Board shall be held whenever called by the Chair of the Board with approval of the Executive Committee. Any such special meeting shall be held at such time, place and date as shall be designated by the Chair of the Board. Notice of such meeting shall be given in writing to all members of the Board at least twenty-four (24) hours prior to the meeting by electronic mail or telephone.

(c) Notice of Meeting. Notice of any meeting of the Board may be given in any manner permitted by these Bylaws. Neither the business to be transacted at, nor the purpose of, any regular or special meeting of the Board needs to be specified in the notice or written waiver of notice of such meeting unless otherwise required by these Bylaws. Unless limited by law, the Certificate or these Bylaws, any and all business may be transacted at any such meeting of the Board. A waiver of notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice. The attendance of a Board member at any meeting shall constitute a waiver of notice of such meeting, unless the Board member attends the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

### Section 4.3 Meetings By Telephone or Other Remote Electronic Communications Technology

Subject to the provisions of applicable law and these Bylaws regarding notice of meetings, members of the Board, or members of any committee designated by the Board, may, unless otherwise restricted by law, by the Certificate or by these Bylaws, participate in and hold a meeting of the Board or such committee, as the case may be, by using conference telephone or similar electronic communications equipment by means of which all persons participating in the meeting can hear each other, or by using any other suitable electronic communications system, including video conference technology or the Internet (but only if, in the case of such other suitable communications system, each member

entitled to participate in the meeting consents to the meeting being held by means of that system, and the system provides access to the meeting in a manner or using a method by which each member participating in the meeting can communicate concurrently with each other participant). Participation in such a meeting pursuant to this section shall constitute presence for quorum purposes and presence in person at such meeting, except where a person participates in the meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

## **ARTICLE V ELECTIONS**

### **Section 5.1   Nominations**

The membership shall be notified in the third quarter of each year that the Nominating Committee is accepting nominations for individuals to serve as elected directors. The Nominating Committee shall present one candidate for each open elected director position to the Board for approval no later than the fourth quarter of each year for a term to begin January of the following year.

### **Section 5.2   Election (filling vacancies in the middle of the term are addressed in 2.6d)**

The election to fill each elected director position for a term to begin January of the following year shall occur no later than the fourth quarter of each year. A ballot will be sent by U.S. mail or electronic message to the main representative of each business member. A minimum of ten (10) calendar days shall be provided for balloting to be completed and returned. Each candidate receiving a majority of the votes cast in the election shall be elected to the Board as an elected director.

### **Section 5.3   Ballot Approval and Election Results**

The Chair of the Nominating Committee will approve the ballot for elected directors, supervise all administrative detail of the process and verify the ballot results. The Chair of the Nominating Committee will inform the Board of the results at a Board meeting following the close of the balloting.

## **ARTICLE VI STANDING COMMITTEES**

### **Section 6.1   Executive Committee**

(a)     The Executive Committee shall consist of the Chair of the Board, the immediate past Chair of the Board and five (5) other members elected by the Board.

(b) All members of the Executive Committee must be elected directors. The Nominating Committee shall propose the five elected members of the Executive Committee and their respective Vice Chair designations to the Board for approval no later than the fourth quarter of each year. The five elected members of the Executive Committee shall be elected by majority vote of the elected directors at a regular meeting of the Board no later than the fourth quarter of each year after the annual election of elected directors has been completed. The term of each member of the Executive Committee shall be for one (1) year beginning January 1 of the following year.

(c) The elected members of the Executive Committee shall be officers of the Board and shall be designated as follows: a chair elect and four vice chairs.

(d) The duties of the Executive Committee shall be determined by the Board subject to other provisions of these Bylaws. The Executive Committee shall have and may exercise, when the Board is not in session, all of the authority and powers of the Board in the affairs of the Chamber. As such, the Executive Committee shall have full authority to make decisions for the Chamber between Board meetings. The Executive Committee shall recommend the program of work document, the operating and reserve budgets and the dues schedule to the Board.

#### Section 6.2 Nominating Committee

The Chair of the Board shall appoint a Nominating Committee to serve during the same year as the Chair of the Board's term. The Chair of the Nominating Committee shall be the immediate past Chair of the Board. The Nominating Committee shall consist of no more than five members, including the committee Chair and the chair elect. At least three members must be past Chair of the Board. The Nominating Committee shall recommend to the Board all candidates to serve on the Board as elected directors and the members of the Executive Committee. If there is any vacancy among the elected directors, the Nominating Committee shall recommend all candidates to fill partial terms. No member of the Nominating Committee shall be recommended for membership on the Executive Committee while serving on the Nominating Committee.

#### Section 6.3 Budget and Finance Committee

The Chair of the Board shall appoint a Budget and Finance Committee to serve during the same year as the Chair of the Board's term. The Budget and Finance Committee shall be chaired by a Vice Chair of budget and finance. A majority of the members of the Budget and Finance Committee shall be elected directors. The Budget and Finance Committee shall review, approve and recommend the operating and reserve budgets to the Executive Committee. Budget and Finance Committee shall be no less than five members.

## **ARTICLE VII OTHER COMMITTEES**

### Section 7.1   Formation

The Board may establish by resolution one or more other standing or ad hoc committees. The Chair of the Board will appoint the chair and members of each such standing or ad hoc committee. The Chair of the Board shall appoint or dismiss all volunteers, including, but not limited to, representatives of other organizations.

### Section 7.2   Goals and Members

Committees may be appointed to carry out the goals contained within the program of work of the Chamber. Membership is limited to individuals who are appointed for service on the committee. Non-members may serve as non-voting adjunct members if approved by the Chair of the Board, but may not chair any committee or subcommittee.

### Section 7.3   Recommendations

Committees may recommend activities, programs or policy matters to the Executive Committee for presentation to the Board. Administration of programs, activities or policies may be assigned by the Chair of the Board to committees.

### Section 7.4   Task Forces

Task forces or other administrative or policy groups designated for a specific purpose may be appointed by the Chair of the Board after consultation with the Executive Committee.

## **ARTICLE VIII OFFICERS**

### Section 8.1   Number and Titles

The officers of the Chamber shall be a Chair of the Board, five Vice Chair who are elected members of the Executive Committee (as provided in Section 6.1), a President (as provided in ARTICLE IX) and a Secretary. Each officer shall hold office for the term for which he is elected and until Chair successor shall have been duly elected and qualified unless such officer is removed, resigns or is unable to serve. The Board also may appoint such other officers, assistant officers and agents as the Board shall from time to time deem necessary, who shall exercise such powers and perform such activities as determined from time to time by the Board. The election or appointment of an officer shall not of itself create contract rights.

## Section 8.2 Election and Term of Office

(a) The Chair of the Board must be an elected director. The Nominating Committee shall nominate an elected director to serve as Chair of the Board to the Executive Committee no later than the fourth quarter of each year. The nomination shall be subject to approval by the Executive Committee and, if approved, shall be submitted to the Board no later than the fourth quarter of each year. The Chair of the Board shall be elected by majority vote of the elected directors at a regular meeting of the Board no later than the fourth quarter of each year after the annual election of elected directors has been completed. The term of the Chair of the Board shall be for one (1)-year beginning January 1 of the following year.

(b) The Vice Chair of budget and finance shall serve as the Secretary for the period of his or her one-year term on the Executive Committee.

## Section 8.3 Removal

Any officer, other than the President, who is governed by ARTICLE IX, may be removed with or without cause by the affirmative vote of two-thirds (2/3) of the elected directors then in office at any regular or special meeting of the Board whenever in their sole and exclusive judgment the best interests of the Chamber will be served thereby.

## Section 8.4 Vacancies

A vacancy in the office of the Chair of the Board or Secretary may be filled by the Board. An officer elected to fill an unexpired term shall be elected for the unexpired term of such officer's predecessor in office.

## Section 8.5 Chair of the Board

The Chair of the Board shall preside at all meetings of the Board and shall have such other powers and duties as designated in these Bylaws and as from time to time may be assigned to him by the Board.

## Section 8.6 Vice Chair

The Vice Chair, each of whom must be members of the Executive Committee, shall be designated in accordance with Section 6.1. The Vice Chair shall have the powers and duties incident to their respective designations and such other powers and duties as from time to time may be assigned to them by the Board. In the absence or disability of the Chair of the Board or in the event of his or her inability or refusal to act, the First Vice Chair shall during such period perform the duties of the Chair of the Board, and when so acting, shall have all the powers of, and be subject to all the restrictions upon, the Chair of the Board.

### Section 8.7 Secretary

The Secretary (a) shall be responsible for keeping the minutes of all meetings of the Board at the Chamber, (b) shall be responsible for the giving and serving of all notices, (c) may in the name of the Chamber attest to all contracts of the Chamber, (d) shall in general perform duties incident to the office of Secretary, subject to the control of the Board and (e) shall discharge such other duties as from time to time may be assigned to them by the Board or the Chair of the Board. The Board may appoint one or more Assistant Secretaries to perform the duties of the Secretary.

## **ARTICLE IX PRESIDENT**

### Section 9.1 Duties

(a) The full-time chief executive and administrative officer of the Chamber or other organizations shall be the President. The President shall be retained and discharged by the Board. The assignment of duties to the President, other than those outlined in these Bylaws, shall be made by the Chair of the Board acting on behalf of the Board.

(b) The President shall prepare and submit to the appropriate committees all budgets and the dues schedule of the Chamber. The President shall approve any budgets for special events and all expenditures of the Chamber.

(c) The President shall prepare all agendas for meetings of the Executive Committee and the Board.

(d) The President shall supervise the preparation of all policies of the Chamber into a policy manual. All matters not covered by these Bylaws may be clarified by policies in the policy manual, to the extent not inconsistent with these Bylaws.

(e) The President shall execute all contracts and sign all official documents on behalf of the Chamber. Expenditures or contracts over \$5,000 shall be approved by the Chair of the Board.

### Section 9.2 Responsibilities

The President shall be responsible for the general direction of the Chamber in carrying out policies set by the Board. The President shall report to the Board and shall be an *ex officio* non-voting member of all committees. The President shall hire all paid employees in consultation with the Chair of the Board and all employees shall report directly or indirectly to the President.

### Section 9.3 Removal

Subject to requirements of applicable law and any contractual obligations of or restrictions on the Chamber, the President may be removed as follows:

(a) with cause by the affirmative vote of not less than five (5) members of the Executive Committee, provided that the President shall have the right to appeal any such removal to the Board and such removal may be overturned only by the affirmative vote of three-quarters (3/4) of the elected directors then in office at any regular or special meeting of the Board; or

(b) with or without cause, upon the recommendation of the Executive Committee, by the affirmative vote of three-quarters (3/4) of the elected directors then in office at any regular or special meeting of the Board.

Any such removal may be separate from any action with respect to the President's employment status as determined by the Board.

#### Section 9.4 Surety Bonds

The President and any other full-time staff, as determined by the Board, may be required to post surety bonds. The premium shall be paid by the Chamber.

### **ARTICLE X BUDGET AND FINANCIAL MATTERS; CONTRACTS**

#### Section 10.1 Administration of Budget

The President shall administer all budgets under the direction of the Vice Chair for budget and finance and the Chair of the Board.

#### Section 10.2 Reserve Fund

The Chamber shall maintain a reserve fund that is deposited in a separate bank account from the operating account.

#### Section 10.3 Contracts

The Board may authorize any officer(s), employee(s) or agent(s) of the Chamber to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Chamber, and such authority may be general or confined to specific instances.

#### Section 10.4 Checks, Drafts, or Orders for Payment

All checks, drafts or orders for payment of money, notes or other evidences of indebtedness issued in the name of the Chamber shall be signed by such officer(s), employee(s) or agent(s) of the Chamber and in such manner as shall from time to time be determined by resolution of the Board.



### Section 10.5 Depository Banks and Investment Policies

The President shall recommend depository banks and investment policies for all Chamber funds to the Budget and Finance Committee for approval.

### Section 10.6 Audit Firm

The Vice Chair for budget and finance will recommend to the Executive Committee a certified public accounting firm to conduct the annual financial audit or review of the Chamber's financial statements for approval by the Board. The Budget and Finance Committee will adopt any additional needed audit procedures. The auditor will report to the Budget and Finance Committee.

### Section 10.7 Fiscal Year

The fiscal year of the Chamber shall be the calendar year unless otherwise fixed by resolution of the Board.

## **ARTICLE XI BYLAWS AMENDMENT OR REPEAL OF BYLAWS**

These Bylaws may be amended or repealed, and new bylaws may be adopted, by the affirmative vote of two-thirds (2/3) of the elected directors then in office at any regular or special meeting of the Board, provided that any such amendment, repeal or new bylaws shall have first been proposed to the Board at a prior regular or special meeting of the Board.

## **ARTICLE XII INDEMNIFICATION; INSURANCE**

### Section 12.1 Indemnification

Any person or the estate of any deceased person (such person or estate of any deceased person being hereafter throughout this ARTICLE XII referred to as "Person") who was or is a party or is threatened to be made a party to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative, arbitrative or investigative (hereafter throughout this ARTICLE XII collectively referred to as "Proceeding"), by reason of the fact that he is or was a member of the Board or officer, employee or agent of the Chamber, or is or was serving at the request of the Chamber as a director, officer, partner, venturer, proprietor, trustee, employee, agent or similar functionary of another foreign or domestic corporation, partnership, joint venture, trustee, sole proprietorship, employee benefit plan or other enterprise shall or may be indemnified by the Corporation against expenses (including reasonable attorneys' fees) actually and reasonably incurred by him in connection therewith to the fullest extent required or

permitted under Texas statutory or decisional law, including, without limitation, Chapter 8 of the Business Code or any successor statute thereto.

### Section 12.2 Other Rights

The indemnification provided by these Bylaws may not be deemed exclusive of any other rights to which a Person seeking indemnification may be entitled under the Certificate, these Bylaws, a resolution of the Board, an agreement or otherwise both as to action in his or her official capacity, as defined in Section 8.001(6) of the Business Code, and as to action in any other capacity, and will continue as to such Person after the termination of such capacity and will inure to the benefit of his or her heirs, executors and administrators; provided, however, that any provision for the Chamber to indemnify or to advance expenses to a member of the Board, whether contained in the Certificate, these Bylaws, a resolution of the Board, an agreement or otherwise, except in accordance with Section 12.3 is valid only to the extent it is consistent with Chapter 8 of the Business Code, as limited by the Certificate, if such a limitation exists.

### Section 12.3 Insurance

The Chamber will purchase and maintain insurance on behalf of any Person by reason of the fact that he is or was serving at the request of the Chamber as a member of the Board, officer, employee or agent of the Chamber against any liability asserted against him and incurred by him in any such capacity, or arising out of his or her status as a Person, whether or not the Chamber would have the power to indemnify him against such liability under Chapter 8 of the Business Code.

### Section 12.4 Other Arrangements

In addition to the powers described in Section 12.3, the Chamber may purchase, maintain or enter into other arrangements on behalf of any Person who is or was a member of the Board, officer, employee or agent of the Chamber against any liability asserted against him and incurred by him in such capacity or arising out of his or her status as such a Person, whether or not the Chamber would have the power to indemnify him against such liability under Chapter 8 of the Business Code. If the other arrangement is with a person or entity that is not regularly engaged in the business of providing insurance coverage, the arrangement may provide for payment of a liability (with respect to which the Chamber would not have the power to indemnify the Person). Without limiting the power of the Chamber to procure or maintain any kind of arrangement, the Chamber may, for the benefit of Persons described in this Section 12.4, (a) create a trust fund; (b) establish any form of self-insurance; (c) secure its indemnity obligation by grant of a security interest or other lien on the assets of the Chamber; or (d) establish a letter of credit, guarantee, or surety arrangement.

### Section 12.5 Other Provisions Applicable to Insurance and Other Arrangements

The insurance may be procured, maintained or established with an insurer, or the other arrangement may be procured, maintained or established within the Chamber or with any insurer or other person considered appropriate by the Board, regardless of whether all or part or the stock or other securities of the insurer or other persons are owned in whole or part by the Chamber. In the absence of fraud, the judgment of the Board as to the terms and conditions of the insurance or other arrangement and the identity of the insurer or other person participating in an arrangement will be conclusive and the insurance or other arrangement will not be voidable and will not subject the Board approving the insurance or other arrangement to liability, on any grounds, regardless of whether elected directors participating in the approval are beneficiaries of the insurance or other arrangement.

### Section 12.6 Interpretation and Implementation; Severability

This ARTICLE XII shall be interpreted and implemented to the fullest extent required or permitted under Texas statutory or decisional law, including, without limitation, Chapter 8 of the Business Code or any successor statute thereto.. In the event that any part or portion of this ARTICLE XII is judicially determined to be invalid or unenforceable, such determination will not in any way affect the remaining portions of this ARTICLE XII, but the same will be divisible and the remainder will continue in full force and effect. Notwithstanding any provision of this ARTICLE XII to the contrary, the Chamber shall not indemnify any person described in this ARTICLE XII if such indemnification (a) would jeopardize the Chamber's tax-exempt status under Section 501(c)(6) of the Internal Revenue Code, or (b) would cause the imposition of the federal excise tax for an excess benefit transaction under Section 4958 of the Internal Revenue Code.

### Section 12.7 Appearance as a Witness or Otherwise

Notwithstanding any other provision of this ARTICLE XII, the Chamber may pay or reimburse expenses incurred by a member of the Board, officer, or other person in connection with his or her appearance as a witness or other participation in a Proceeding at a time when he is not a named defendant or respondent in the Proceeding.

## **ARTICLE XIII GIFTS AND CONFLICTS OF INTEREST**

### Section 13.1 Gifts

The Chamber may only accept a contribution, gift, bequest or devise to the Chamber and any officer of the Chamber may only accept or authorize the acceptance on behalf of the Chamber of any contribution, gift, bequest or devise to the Chamber, whether for the Chamber's general purposes or for any special purpose, upon approval by the Board or the President.

### Section 13.2 Conflicts of Interest and Contracts or Agreements Involving Board Members or Officers

Subject to the limitations of this Section 13.2, members of the Board and officers of the Chamber shall comply with the Chamber's Conflict of Interest Policy as may be adopted by the Board from time to time. No contract or agreement otherwise permitted pursuant to such Conflict of Interest Policy may be entered into by and between the Chamber and any of the following: (a) a Board member, officer, committee member, or employee of the Chamber (hereinafter an "Insider"); or (b) any corporation, partnership, trust, sole proprietorship or any other entity (hereinafter an "Entity") in which an interest is owned or held, directly or indirectly, by or for the benefit of an Insider, unless (i) the transaction is approved in accordance with Section 22.230 of the Business Code as specified herein; and (ii) if one or more of the parties to the contract or transaction is a "disqualified person" with respect to the Chamber within the meaning of Section 4958 of the Internal Revenue Code, either (x) such transaction is reviewed and approved in accordance with the "rebuttable presumption of reasonableness safe harbor" provisions set forth in the Treasury regulations promulgated under Section 4958 of the Internal Revenue Code and any Intermediate Sanctions Policy of the Chamber; or (y) the Board or any committee thereof determines that such procedures are not necessary for the transaction involved and records its specific findings for making such determination. Section 22.230 of the Business Code requires that prior to consummating any contract, transaction or action taken on behalf of the Chamber involving any matter in which a Board member or officer is personally interested as a shareholder, director, officer, trustee or beneficiary or advisor of a trust, or otherwise has a relationship, that contract, transaction or action must be authorized and approved in good faith and with ordinary care by a vote of a majority of the number of elected directors in attendance at a meeting at which a quorum is present, without counting the vote(s) of any interested elected director(s), and only after the disinterested elected directors are provided with knowledge of the material facts concerning the contract or transaction and each interested elected director's or officer's relationship or interest in the transaction, and only if the entering into of such contract or transaction is not violative of any provisions of the Certificate that prohibit the Chamber's use or application of its funds for private benefit. Any interested elected director may be counted in determining the presence of a quorum at a meeting of the Board at which a contract or transaction described in this Section 13.2 is authorized, but the interested elected director and other interested Board member must leave the meeting during the discussion of, and the vote on, such contract or transaction. The minutes of any such meeting must include (a) the names of the interested elected directors or interested Board members who disclosed any possible direct or indirect interest, a description of the nature of the alleged interest or relationship and whether the Board determined a conflict of interest did in fact exist, (b) the names of the elected directors or Board members who were present for discussions relating to the proposed contract or transaction, the content of those discussions, including any alternatives to the proposed contract or transaction and a record of the vote by the elected directors, and (c) such other information as may be required by any Intermediate Sanctions Policy of the Chamber. Notwithstanding any provision contained in this Section 13.2, no contract, transaction or

act shall be entered into or performed on behalf of the Chamber if such contract, transaction or act would result in the loss of the Chamber's exemption from federal income tax. In no event, however, shall any person or entity dealing with the Board or the officers of the Chamber be obligated to inquire into the authority of the Board or the officers so authorized to enter into or consummate any contract or to take any other action on behalf of the Chamber.

## **ARTICLE XIV NOTICES**

### **Section 14.1 Manner of Giving Notice**

Whenever, under the provisions of any law or these Bylaws, notice is required to be given to any member, Board member or committee member of the Chamber, and no provision is made as to how such notice shall be given, it shall not be construed to require personal notice, but any such notice may be given in writing by hand delivery, by electronic message or mail, or by U.S. mail, postage prepaid, addressed to such member, member of the Board or committee member at such person's address as it appears on the records of the Chamber. Any notice given by mail shall be deemed to be delivered at the time when the same shall be thus deposited in the United States mails, as aforesaid. Notice by electronic mail shall be deemed to be delivered when the electronic mail does not result in a "failed delivery notification" from the Internet Service Provider.

### **Section 14.2 Waiver of Notice**

Whenever any notice is required to be given to any member, member of the Board or committee member of the Chamber under the provisions of any law or these Bylaws, a waiver thereof in writing signed by the person or persons entitled to such notice, whether signed before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

## **ARTICLE XV MISCELLANEOUS**

### **Section 15.1 Compensation; Reimbursement of Expenses**

The Chamber may pay compensation in a reasonable amount to its employees for services rendered and may reimburse its Board members, officers and employees for approved expenditures.

### **Section 15.2 No Loans to Board Members, Officers or Employees**

The Chamber shall make no loans to its Board members, officers or employees.

### Section 15.3 Seal

The Chamber elects to have no seal.

### Section 15.4 Gender

Words of either gender used in these Bylaws shall be construed to include the other gender, unless the context requires otherwise.

### Section 15.5 Invalid Provisions

If any part of these Bylaws shall be held invalid or inoperative for any reason, the remaining parts, so far as is possible and reasonable, shall remain valid and operative.

### Section 15.6 Headings

The headings used in these Bylaws are for convenience only and do not constitute matter to be construed in the interpretation of these Bylaws.

## **ARTICLE XVI WINDING UP AND TERMINATION**

Any voluntary winding up of the Chamber under the Texas Non-profit Corporation Law must, in addition to the requirements set forth therein, be approved by the affirmative vote of two-thirds (2/3) of the elected directors then in office at each of three (3) consecutive regular Board meetings. In connection with any winding up of the Chamber, any funds remaining after all liabilities and expenses have been satisfied shall be distributed to one or more charitable, educational, scientific or philanthropic organizations selected by the Board that qualify as nonprofit, tax-exempt organizations under Sections 501(c)(3) or 501(c)(6) of the Internal Revenue Code. No Board member or officer of the Chamber and no private individual will be entitled to share in the distribution of assets in the event of a winding up.

## **CERTIFICATION**

These Amended and Restated Bylaws shall become effective on October 23, 2024 and were approved by the Board on October 23, 2024.

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Randy Ford, Chair of the Board

Attest:

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Kimberly Quirk, President

## HISTORY AND RETENTION

Amended 1981

Amended 1987      Changed Executive Vice President to President

Complete Revision 1991

Amended 1994      Revised Section 4, Article II, changed Chair of the Board of Richardson Medical Center to President, Baylor Richardson Medical Center

Amended 1997      Added Section 2, Article III, changed from eighteen (18) to twenty-four (24) directors.

Amended 1999      Added Section 7, Article II, Employment of Directors and Advisory Directors.

Amended 2005      Revised Section 4, Article II, Board of Directors, corrected titles in section (c) and (g), added Section (h).

Revised Section 2, Article VI – Election

Revised Section 1, Article II – Board of Directors and Section 2, Article VIII President

Amended 2006      Revised Section 4, Article II - Board of Directors: changed item (h) to item (i) and added item (h) to read “Richardson Chamber General Counsel as appointed by the CEO”

Amended 2007      Revised Section 4, Article II – Board of Directors: Changed item (i) to item (j) and added a new item (i) to read “the Chair of the MTBC Board”

Complete Revision 2010

Note:      Supporting files to this document kept by Director of Administration, Richardson Chamber of Commerce, By Laws file. (Top drawer, 4 drawer lateral)

Amended 2017      Revised Section 2.6, Article II – Board of Directors: Changed term that Past Chairs may remain on the Board as ex-officio members.

Amended 2023      Revised Articles II, III, IV, V, VI, VIII, IX, XII and XIV.

Amended 2024      Revised Article II, to delete advisory board and change term limits, Article V, to delete advisory board, and Article VI, changing the nominating committee members.