

CONSTITUTION AND BY-LAWS  
THE TEXAS MOSQUITO CONTROL ASSOCIATION

CONSTITUTION

ARTICLE I

NAME, DESCRIPTION, AND OBJECTIVES

A. Name: This organization shall be known as The Texas Mosquito Control Association, Incorporated.

B. Description: The Texas Mosquito Control Association, Inc. is a non-profit, technical, scientific and educational association of mosquito workers, entomologists, medical personnel, engineers, public health officials, military officers, individuals and laymen who are charged with, or interested in mosquito control and related work.

C. Objectives: The objectives of the Association shall be to:

1. Promote closer cooperation among those directly or indirectly concerned with, or interested in mosquito control and related work.
2. Work for the highest standards of efficiency in such work.
3. Encourage further research on control techniques and mosquito bionomics.
4. Disseminate information about mosquitoes and their control.
5. Work for understanding, recognition, and cooperation among public officials and the public at large regarding the aims of the Association.
6. Encourage the enactment of legislation providing for a sound, well balanced program of mosquito control work suited to local conditions where needed.
7. Meet and fairly disarm opposition to mosquito control work from any source by promoting an understanding of control procedures and methods.
8. Promote the protection of wildlife in every possible way by avoiding harm to the environment and encouraging the use of control measures calculated to bring about the lowest practicable level of environmental impact when diverse interests may be involved.
9. Work for the highest degree of cooperation among agencies and organizations and the Association to the end that common interests may be most fully served.
10. Publish newsletters and other publications in the furtherance of these objectives.

ARTICLE II  
MEMBERSHIP

- A. Active Member: Any person who is interested in mosquito control and in the cause of mosquito control in Texas desiring affiliation with this Association, shall be eligible for membership and such membership shall entitle them to all privileges of the Association.
- B. Sustaining Member: Sustaining Membership will be provided for Equipment and Material Suppliers. A sustaining member will be allowed one vote in the affairs of the Association.
- C. Life Member: Life Membership shall be conferred upon persons retired from active mosquito control operations. Such classification shall be conferred by the general membership of the Association at an Annual Meeting.
- D. Honorary Member: Honorary Membership may be conferred on any person, whether or not a resident of Texas who had rendered such service to the cause of mosquito control as to entitle this person to special recognition. Such membership shall be conferred by the general membership of the Association at an Annual Meeting. This membership shall include all past presidents of the Association who have attained the age of 65 years.
- E. Voting Privileges: Each member, except Honorary members, shall be entitled to cast one vote personally or by written proxy during business meetings of the Association.

ARTICLE III  
OFFICERS

- A. Officers: The officers of the Association shall be those of President, President-Elect, First Vice-President, Second Vice-President, Secretary, and Treasurer. All officers may vote on Board decisions.
- B. President, President-Elect and Vice-President: The duties of the President, President-Elect and Vice-President shall be those commonly understood as connected with these positions.
- C. Secretary:
  - 1. The Secretary shall act as the Secretary of the Association, and of the Board of Directors.
  - 2. The Secretary shall take and maintain minutes of all meetings.
  - 3. The Secretary shall be a member of the Membership Committee and ensure a list of all members of the Association with the anniversary dates of their enrollment as members is kept.
  - 4. The Secretary shall be a member of the Publicity, Newsletter, and Media Committee.

5. The Secretary shall produce an annual report of Secretarial activities and shall conduct such correspondence of the Association as is usually conducted by the Secretary of similar organizations.

D. Treasurer:

1. The Treasurer shall receive and have charge of all funds of the Association and funds shall be disbursed by the Treasurer as directed by the Board of Directors. In the event the Treasurer is incapable of carrying out the duties of this office, the President is empowered to execute checks on funds of the Association.

2. The Treasurer shall furnish a Financial Statement to Association members at each annual meeting and to the Board of Directors at those times these may be requested.

3. On an annual basis the Treasurer shall produce all banking accounts, books, vouchers and necessary documents for examination by the Audit Committee. The Audit Committee shall report the results of their audit to Association members in writing in an appropriate issue of the Association Newsletter.

4. If requested by the Board, the Treasurer shall furnish a surety bond in an amount that may be prescribed.

E. President-Elect: It shall be the duty of the President-Elect, during the year or period, following election to office, to become familiar through conference with the President and other officers with details of business and affairs of the Association, to facilitate better functioning of the office of President whenever the President-Elect assumes that office.

#### ARTICLE IV

##### TERM OF OFFICE

All officers shall be elected for one year, or until their successors are elected and qualified. No officer except the Treasurer or Secretary, with Board approval, shall succeed themselves. The President-Elect will succeed automatically to the office of President. Officers elected at any Annual Meeting shall begin their duties on the day of installation of the new officers at that Annual Meeting.

#### ARTICLE V

##### BOARD OF DIRECTORS

A. Membership: The Board of Directors shall consist of:

1. The Officers of the Association (President, President-Elect, First Vice-President, Second Vice-President, Secretary, and Treasurer)

2. The Immediate Past-President: The Immediate Past President provides advice and leadership to the Board of Directors regarding past practices and other matters to assist the Board in governing the Association. The Immediate Past President supports the President and the President-Elect on an as-needed basis. The Immediate Past President performs the duties of the President in the absence or disability of the President. The Immediate Past President may vote on Board decisions.

3. Two members at large elected as Directors for a period of two years. These Directors participate in the planning, decision making, and implementation of projects as determined by the Board of Directors. Each Director may vote on Board decisions.

4. The Regional Director to the American Mosquito Control Association from the Southwest Central Region, who shall serve as an ex-officio member of the Board. The ex-officio does not vote on Board decisions. The ex-officio clause does not apply if this person is simultaneously serving as an Officer of the Association, immediate Past-President, or as a Director elected at large.

B. Chairman: The President of the Association shall be Chairman of the Board of Directors.

## ARTICLE VI

### QUORUM

A. General Business Meetings: A quorum of any meeting of the Association shall consist of not less than 25% of the Active Members, at least two of whom shall be officers of the Association.

B. Board Meetings: A quorum of the Board of Directors shall consist of any four or more members of the Board.

## ARTICLE VII

### MOTIONS AND RESOLUTIONS

A. Business Conducted at Annual Meetings:

1. The officers of the Association shall inform Association members of their activities since the last Annual Meeting and indicate which matters need member approval by presenting appropriate motions and resolutions for consideration.

2. Motions and resolutions may be presented from the floor at any Annual Meeting of the Association by any member in good standing. Matters involving policy, however, shall be referred to the Board of Directors for study and the Board shall report its recommendations back to Association members for action at that or a subsequent Annual Meeting.

B. Business Between Annual Meetings: The Board of Directors shall have full power of the Association in all matters demanding actions between meetings of the Association, and shall

submit at the next succeeding meeting a report of all actions taken by them under authority of this section.

ARTICLE VIII  
AMENDMENTS

This constitution may be amended by a two-thirds vote of the active members present at any Annual Meeting when a quorum is present, provided notice of the proposed amendment was given in writing to the Secretary and transmitted by the Secretary in writing to active members, 30 days before the Annual Meeting, and provided that notice of the time a vote on said amendment has been announced at least twelve hours in advance of its occurrence.

ARTICLE IX  
FISCAL YEAR

The fiscal year of the Association shall begin January 1 each year and coincide with calendar year annually.

ARTICLE X  
ELECTIONS

A. Officers of the Association shall be elected at each Annual Meeting by ballot or viva-voce, such Annual Meeting to be held at a time and place designated by a majority vote of the Board of Directors.

B. No member shall be eligible for office who has not been a member of the Association for one year.

C. Vacancies in the office of President between terms shall automatically be filled through succession in the following order: President-Elect, First Vice-President, Second Vice President.

D. Upon a vacancy in an office other than that of President, the President shall call a special meeting of the Board of Directors within 30 days of the notice of such vacancy. Whereupon the Board shall appoint a successor to fill the vacancy in the respective office until an election can be held at the next Annual Meeting. In case the President is unable or unwilling to call a special meeting to fill such a vacancy, then the Secretary after consulting with other officers shall call a meeting of the Board for this purpose.

ARTICLE XI  
DISSOLUTION

- A. None of the profits of the Association shall inure to the benefits of any of its members.
- B. In the case of dissolution and after all indebtedness has been paid, the remaining assets will be transferred to the American Mosquito Control Association, Incorporated.

**BY - LAWS**

ARTICLE I  
MEETINGS, FEES AND DUES

- A. Annual Meetings: An Annual Meeting shall be conducted by the Association, with the time and place being decided by a majority vote of the Board of Directors. Plans for next Annual Meeting informing members of the scheduled time and place shall be announced during each Annual Meeting.
- B. Special Meetings: Special Meetings of Association members may be organized and announced as determined by the Board of Directors.
- C. Fees and Membership Dues:
  - 1. The Board of Directors shall determine what membership dues and service fees may be needed to support the activities of the Association.
  - 2. Membership dues shall be payable annually before January 1 of the year membership is requested.
  - 3. Honorary and Life members shall not be required to pay membership dues.

ARTICLE II  
COMMITTEES

- A. Standing Committees:
  - 1. The Membership Committee shall consist of five active members of the Association including the Secretary. This Committee shall investigate and promote memberships in the Association.
  - 2. The Publicity, Newsletter, and Media Committee shall consist of five active members, including the Secretary. This committee will produce and distribute the TMCA newsletter, act on TMCA webpage/internet issues, and conduct public relations using traditional and online resources.

3. The Legislative Committee shall consist of five active members whose duties shall be such as assigned by the President.

4. The Program Committee shall consist of the members of the Board of Directors and their duties shall be to provide programs for each Annual Meeting.

5. The Scholarship and Awards Committee shall consist of three active members of the Association, which includes the Secretary as ex-officio member. This Committee shall have full and total authority to administer the James Gus Foyle Memorial Scholarship, the Dr. James D. Long Memorial Scholarship (undergraduate), the Dr. Jimmy K. Olson Memorial Scholarship (graduate), and the Bull Schmidt Award, and to administer any other awards or scholarship that may be established. In the solicitation, reviewing, selecting and awarding a scholarship or award to applicants, no persons shall be discriminated against because of sex, religion, race, color or national origin.

6. The TMCA Young Professionals Committee shall consist of at least 3 active members who shall create an environment in which young professionals in the mosquito control industry can feel welcome and create contacts with their peers and with seasoned professionals. The Committee shall focus on the recruitment of members who are early in their careers and create a rewarding, professional environment that promotes lifelong membership in the association. A Young Professional is any member who is in their early first 8 years of the mosquito control industry.

#### B. Special Committees:

1. The Nominating Committee shall consist of five active members who shall recommend to the Association candidates for election as Officers and Directors. The Immediate Past President will serve as the Chair of this committee.

2. The Auditing Committee shall consist of five active members whose duties shall be to annually examine and audit the financial records of the Association and to report the financial condition of the Association to Association members.

3. The Constitution, By-Laws, and Resolutions Committee shall consist of five active members. This Committee shall periodically review the TMCA Constitution and By-Laws and adjust them as described in Article VIII of the Constitution and Article V of the By-Laws. All resolutions shall be presented to this Committee, who in turn will present them to Association members for approval at an Annual Meeting.

4. The Financial Support Committee shall consist of three active members and work with members, vendors, and the public to ensure funding of TMCA activities.

5. The Workshop CEUs Committee shall consist of three active members and organize the annual spring workshop. They shall coordinate with the appropriate agency or agencies for Continued Education Units (CEUs) for workshop attendees.

6. The Local Arrangements Committee shall consist of five active members located in or near the upcoming Annual TMCA Meeting (fall) and shall work with the Program and Scholarship and Awards Committees to coordinate for the hotel, and other required venues for holding the annual meeting.

7. The Mosquito Systematics, Identification, and Biology Committee shall consist of at least three active members who have an intermediate to advanced knowledge of mosquito systematics, identification, and biology. This committee shall update the TMCA mosquito species list and provide guidance on systematic and identification issues, and answer questions regarding mosquito biology.

8. The Board of Directors shall organize other committees as from time to time may be deemed necessary.

### ARTICLE III

#### RULES OF ORDER

A. Business sessions of the Association shall be conducted in accordance with Robert's Rules of Order.

B. Officers and all Committees shall prepare a Standard Operating Procedure for their respective position or committee, which shall be passed to successors for continuance in the organization. This SOP shall include procedures on how the committee operates and details on historical elements of the organization. For example, the President's SOP should have details on recurring and special decisions, and a list of all prior Presidents and the years they served; the Awards and Scholarship Committee should have details about the procedures of announcing, receiving, and processing applications, and a list of all prior Award and Scholarship recipients and the date and the amount of the award or scholarship.

### ARTICLE IV

#### PUBLICATIONS

All publications of the Association shall be issued under the direction of the Board of Directors and shall become the property of the Association.

### ARTICLE V

#### BY - LAWS AMENDMENTS

These by-laws may be amended by a two-thirds vote of the members present at any Annual Meeting, provided that notice of the proposed amendment has been given in writing to the Secretary and transmitted by the Secretary to the active members 30 days preceding the Annual Meeting.



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Approved at a Special Session of the TMCA Annual Business Meeting on the ~~27<sup>th</sup>~~ 29<sup>th</sup> day of October ~~2022~~ 2024.

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~~James Garcia~~ Megan Wise de Valdez, President



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~~William J. Sames IV~~ Jason Pitts, Chair, Constitution & By-Laws Committee

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Revisions: December 14, 1965

October 26, 1978

October 10, 1980

October 15, 1981

January 6, 1987

October 7, 1993

October 18, 2017

December 9, 2020

October 27, 2022

~~November~~ October 29, 2024?