



## **By-Laws**

### **Williamson County Sheriff's Posse**

#### **Williamson County, Texas**

**Revised Edition: November 2024**

#### **TITLE**

The title of this organization shall be "W.C.S.P., Inc" doing business as Williamson County Sheriff's Posse, Inc.

#### **PURPOSE**

1.1 To put on an annual rodeo and to maximize our arena property in promoting and producing events that promote the Cowboy "Way of Life". To participate in the observance of civic functions and to promote the Cowboy "Way of Life". As a non-profit organization, the WCSP as a body strives to be an integral part of the Jarrell and surrounding communities to provide activities and services related to our deep western heritage.

1.2 To engage in all other activities consistent with the foregoing purposes and consistent with the non-profit status of the corporation and in conformity with the Texas Non-profit Corporation Act. 1396-2 et. seq.

#### **ELEGIBILITY FOR MEMBERSHIP**

2.1 American Citizen of Williamson County, Texas and adjoining Counties, 18 (eighteen) years of age or older is eligible for membership. Applicants must not have a felony criminal record (more recent than 7 years) or violent criminal record and must be reviewed and approved by the Board of Directors. The parents of individuals under 18 years of age, who wish to participate, must be active members. Applicants may not be discriminated against because of race, color, sex, religion, age, sexual orientation or national origin or handicap.

## **MEMBERSHIP**

3.1 The Sheriff's posse will not be limited in number of members

3.2 There shall be four (4) classes of members:

### *3.2.1 ACTIVE MEMBERS*

Active members shall be subject to all the rules and regulations, and by-laws hereinafter set forth in the various sections hereof. Active members are those members current with their duties. Any member who does not attend three (3) regular called meeting in a row will forfeit their voting privileges. Members must then attend two (2) regular meetings, with those privileges being reinstated with the third meeting.

It is required that Active commit to 15 hours volunteer time per year at workdays and/or other posse functions in order to remain in good standing. Only members in good standing will be allowed individual arena use privileges.

### *3.2.2 HONORARY MEMBERS*

Honorary Members will be elected in the same manner as active members, will not be required to pay application fees and dues as active members, but will be subject to the rules and regulations, and the by-laws set forth in the various sections hereof. Honorary Members must fill out an application each year for record keeping purposes.

Spouses of deceased Posse members in good standing shall automatically become Honorary Members

### *3.2.3. LIFETIME MEMBERS*

Any member in good standing with ten (10) years of service and a minimum (65) years of age or at any age with twenty (20) years of service may request to become a lifetime member. Lifetime members will not be required to pay dues but will be otherwise subject to the rules and regulations, and the by-laws set forth in the various sections hereof.

### *3.2.4 ARENA USE MEMBERS*

Arena use Members do not have to meet the requirements set forth in the active Membership section 3.2.1 to remain in good standing for arena usage privileges. Arena Use Members shall be subject to all other rules and regulations, and by-laws hereinafter set forth in the various sections hereof. Arena Use Membership dues shall be set by the executive committee and be substantially greater than that of an Active Member. These duties may be prorated throughout the year. Arena Use Members will not have voting privileges, nor may they hold a position on the board of officers. The membership can be converted to Active Member of the member meets the requirements to be an Active Member in good standing as set forth in section 3.2.1.

## **ACTION ON APPLICATION FOR MEMBERSHIP**

4.1 Applicants shall attend the meeting, when at all possible, when their application is presented to be introduced to the membership.

4.2 Applicants shall receive a copy of the by-laws and general operating procedures, specifying the obligations for membership. Bylaws can also be found on the Posse website.

4.3 New members are eligible to vote after attending two regular meetings as a member.

4.4 New Active Members will gain arena use privileges upon gaining their voting privileges.

## **REINSTATEMENT**

5.1 All applications for reinstatement in the Posse shall be subject to all the provisions or regular application and shall pay dues for the year.

5.2 All applicants for reinstatement in the Posse shall be able to bridge the years of previous service toward Lifetime Membership if accepted as a member.

## **DUES AND ASSESSMENT**

6.1 The membership dues in the Posse shall be determined by the Board and voted on by general population of membership. The fiscal year for the WCSP is January 1 – December 31. Reoccurring membership dues are due each year by March 1. Anyone can join WCSP throughout the year and pay their dues accordingly.

6.2 No assessment shall be made against members of the Posse over and above the regular membership dues, unless such assessments shall have been approved by the Board of Directors and favorably voted upon by two-thirds of the eligible voting members of the Posse, both present and voting.

6.3 Any member refusing or failing to pay dues as fixed in accordance with the By-laws will be dropped from the membership roll.

## **CONDUCT OF MEMBERS**

7.1 Members shall abide by the following rules of conduct.

7.1.1 At all times and especially while wearing the Posse uniform, members shall conduct themselves in an honorable and proper manner.

7.1.2 Members shall wear an approved uniform while attending public functions as a Posse group if appropriate for their job.

7.1.2.1 The uniform is to be determined by the Captain. Posse members may from time to time adopt a uniform appropriate to a specific function.

7.1.2.2 A uniform for the drill performances shall be up to the discretion of the Drill Team Captain and must be approved by the Board of Directors.

7.1.2.3 Badges, if worn, are to be worn only on full uniform or in case of an emergency when representing the Posse.

7.1.2.4 Attire for all Posse meetings shall be non-distractive to any member. Such distractions will be addresses to the Captain.

7.1.3 When alcoholic beverages are sold at the Posse functions, the Posse and all members will abide by State Law.

7.1.4 Illegal drugs are prohibited at all times.

7.1.5 Members shall provide and maintain all Posse equipment and facilities.

7.1.6 Members are expected to attend all regular and called meetings of the Posse including workdays as best they can.

7.1.7 Members shall obey the arena use rules as set by the Posse's operating procedures. Violation of the rules may result in the member losing arena use privileges.

### **EXPULSION OF MEMBERS**

8.1 Any member who exhibits unacceptable behavior, (refer to article 9), whether through personal misconduct or failure to pay assessments, can be removed from the posse by the Board of Officers.

### **REMISSION OF ASSESSMENTS AND DUES**

9.1 All dues and assessments provided in the laws may be suspended or remitted in whole or in part in individual cases by unanimous voting of the Board.

### **OWNERSHIP OF PROPERTY**

10.1 All property bought with the general funds of the Posse whether such property be real or personal, shall be held in the name of Williamson County Sheriff's Posse, Inc.

10.2 If, at any time, the Posse should be, by two-thirds vote of those present and eligible to vote, determined to disband, then the properties both real and personal shall be sold at public sale, by the trustee and the money received there from shall pay all debts of the Posse first. Any portion of such money remaining after the payment of such debts shall be then given by the Trustee to a charitable organization with the county.

10.3 All property, both real, digital, and intellectual, used in the operation and business of the Posse shall be sole property of the Posse, no matter the origin. This includes, but not limited to contracts, documents, records, keys, electronic files, web sites, social media accounts, email, log-in credentials, etc.

### **OFFICERS**

11.1 The Governing body of the Posse shall be a Board of Directors made up of the officers hereinafter identified and other the Board may choose to have sit as Board Members pursuant to Texas Non-Profit Corporation Act. Article 1396-2.01.

11.2 The officers of this Posse shall be composed of the following and execute the following duties.

11.2.1 **CAPTAIN** – Presiding officer at all meeting. Captain shall exercise a general supervision over the affairs of the Posse during their term in office and shall perform such other duties as ordinarily the responsibility of an executive officer of a Non-Profit Corporation as provided in the Texas Non-Profit Act. The Captain's responsibilities shall be identical to those regarding the "President" in the Texas Non-Profit Corporation Act.

11.2.2 **LIEUTENANT** – Presides in the absence of the Captain. Responsible for the Rodeo Committee, and the production of the annual rodeo. The Lieutenant’s responsibilities shall be identical to those regarding a Vice-President in the Texas Non-Profit Corporation Act.

11.2.3 **SERGEANT** – Presides in absence of the Captain and Lieutenant, also serves as the parliamentarian, and the Sergeant at Arms. Responsible for all activities outside of the rodeo arena. Security, Concessions and Beer Sales, EMS. The Sergeant's responsibilities are identical to those regarding a Vice-President in the Texas Non-Profit Corporation Act.

11.2.4 **CORPORAL** – Presides in the absence of the Captain, Lieutenant and Sergeant. Responsible for the General Admission ticket sales and Membership. The Corporal’s responsibilities shall be identical to those regarding a Vice-President in the Texas Non-Profit Corporation Act.

11.2.5 **SECRETARY-TREASURER** – Records minutes of each meeting and gives financial statement at each meeting and is a member of all committees. Acts as chairman of Finance Committee. Responsible for filing the yearly tax return to the IRS and filing any needed documents to retain the Posse’s non-profit corporation status. The Secretary-Treasurer’s responsibilities shall be identical to those regarding a Vice President in the Texas Non-Profit Corporation Act.

11.2.6 **DRILL CAPTAIN** –Has responsibility of the Drill Team and schedules it’s activities with the approval of the Board of Directors. Drill Team Captain will serve as the Chairman of the Drill Team Equipment Committee. The Drill Team Captain shall be responsible for the nomination of the Posse Sweetheart(s).

11.2.7 **CORRAL BOSS** - This office shall consist of two (2) persons elected. Their duties shall consist of maintaining the arena, maintaining the equipment, setting workdays to upkeep the property with all members help, coordinating the use of the arena and area by other groups, enforcing the proper use of all property and equipment used to maintain the arena.

11.3 Such officers, save and shall be elected by a majority at a regular meeting held in August of each year. Nominations shall take place at the regular meetings in July and August. Voting shall be by secret ballot.

#### 11.4 EXPULSION OF OFFICERS

11.4.1 Any officer who exhibits unacceptable behavior, (refer to Article 9), or failure to carry out the duties of the office, can be removed from the office by the Board of Officers.

11.5 Any vacancy or vacancies, occurring in any elective office or offices, shall be filled by appointments made by the WCSP Captain, or acting WCSP Captain. In the event the WCSP Captain’s office is vacated, the presiding officer shall appoint an interim Captain until the next regular meeting or special call meeting, at which nominations will be accepted for the office of WCSP Captain. Nominees will be voted on at the next scheduled regular meeting.

11.6 The above eight (8) officers constitute the membership of the Board of Directors.

11.7 The Board of Directors shall exercise the general management of the Posse. The Board of Directors will on the behalf of the Posse execute contracts (See Section 14), acquire machinery, implements, tools or any other property as need to promote or produce the annual rodeo or any other events put on by the Posse with a two-thirds vote of approval by the Board of Directors.

11.8 When an officer leaves, resigns or is expelled from his/her position, they must relinquish all Posse property they posses to the remaining Officer Board within seven (7) days. Failure to do so may result in legal action.

### **COMMITTEES**

12.1 The Board of Directors has the full discretion to determine committees as they see fit to fulfill the mission of the Posse. The Board has the right to start or terminate any committee and nominate members for said committees.

### **DRILL TEAM MEMBERS**

13.1 The members of the Drill Team must be Active members and shall be subject to all the rules and regulations, and by-laws hereinafter set forth in the various sections hereof. Active members are those members current with their duties. Any member who does not attend three (3) regular called meeting in a row will forfeit their voting privileges. Members must then attend two (2) regular meetings, with those privileges being reinstated with the third meeting.

It is required that Active members commit to 15 hours volunteer time per year at workdays and/or other posse functions in order to remain in good standing. Only members in good standing will be allowed individual arena use privileges.

Drill Team members must be a minimum of 16 years of age to participate in the Drill Team as a member unless they are a Sweetheart nomination and then must be a minimum of 14 years of age and enrolled in high school.

### **SWEETHEARTS**

13.2 Shall consist of one or two girls enrolled in High School or College. Their duties are to participate in the Drill Team practices and rodeos, and all Posse functions. Sweethearts shall be actively riding on the Drill Team at the time of nomination. Sweethearts are nominated by the Drill Team Captain in October and voted on by general membership in November. The Sweetheart(s) shall hold their position for one (1) year. Sweethearts shall receive an educational scholarship after completion of their position and equipment is returned. Scholarship to be determined and voted on by the general membership.

### **CONTRACTS AND LEASE AGREEMENTS**

14.1 All contracts shall first be reviewed by the Board of Directors or an Executive Committee composed of a group of at least three (3) Board Members, one of which must be the Captain or Lieutenant.

14.2 Agreement shall be reviewed and executed by the officers as provided in Section twelve (12), pertaining to his/her duties. (Example: Arena Usage, Concessions, Facilities or Properties.)

14.3 The power to enter into contracts with third parties shall be vested in the Board of Directors. The Board of Directors may delegate such authority as it sees fit. No contract shall be binding on the Posse that is not executed by an Executive officer and approved by the Board of Directors.

## **MEETINGS**

15.1 Special Meeting(s) shall be held at the call of the Captain

15.2 The Captain shall call a Special meeting of the Posse whenever three (3) or more Posse members request it in writing. The meeting will be called within ten (10) day of the request. Members will be notified by the Captain or his appointees. Upon refusal of the Captain to call such meeting, a member has the opportunity to follow the chain of command.

15.3 Eight duly qualified voting members shall constitute a quorum at any Posse meeting. The Secretary/Treasurer shall maintain an up-to-date roster of members eligible to vote.

15.4 The Captain is responsible for the agenda. The following are items required on the agenda along with other matters:

15.4.1 Start Time and Ending Time

15.4.2 Minutes

15.4.3 Financial Report

15.4.4 Officer/Committee Reports

15.4.5 Old Business (business previously listed on an agenda)

15.4.6 New Business (business placed on the agenda at the Officer's

Meeting)

15.4.7 Adjourn

15.5 All regular meetings shall begin not later than 15 minutes after stated time of the meeting and shall not exceed ending time by more than 15 minutes.

15.6 All matters to be acted upon will be listed on the agenda. Any topic can be discussed, but unless the item is on the agenda, it cannot be acted upon or voted upon.

15.7 Robert's Rule of Order, Ninth Edition, Scott Foresman and Co., shall govern issues of parliamentary procedure.

## **AMENDMENT**

These by-Laws may be amended at any regular or special Posse meeting by a vote of two-thirds of the members eligible to vote and present or voting by proxy provided that the proposed amendment shall have been submitted in writing and read at the

preceding regular meeting of the Posse, and provided further that written notice shall have been given to all members in good standing at least one week in advance of the date when such amendment is to be voted upon.

### **AUDIT OF BOOKS**

At the end of each year, the books of the Williamson County Sheriff's Posse, Williamson County, Texas may be audited and a financial report on such and shall be made as soon as practical following the close of each fiscal year. Such audit shall be made by an external accounting agency appointed by the board of directors.

### **PRESERVATION OF BY-LAWS**

A certified copy of the By-laws showing all amendments thereto shall be kept in the Minute Book of the Posse at all times and shall be available at all Posse Meetings.

### **SAVING CLAUSE**

By adoption of these by-laws, all by-laws and motions previously passed pertaining thereto are hereby revoked and annulled.

Adopted by the members of the Williamson County Sheriff's Posse on this the 21<sup>st</sup> day of November 2024.

### **CERTIFICATION**

The foregoing By-laws are a true and accurate exemplification of the By-Laws of the Williamson County Sheriff's Posse, Inc., passed at a regular meeting on the 21<sup>st</sup> day of November 2024.

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**CAPTAIN** – Chris Mattice

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**SECRETARY-TREASURER** – Crystal Mattice