



Board of Directors By-Laws

Community Services of Northeast Texas, Inc.

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ARTICLE I – NAME

Section 1.

The name of this corporation shall be the Community Services of Northeast Texas, Inc., (hereinafter “Community Services”) a non-profit corporation incorporated under the laws of the State of Texas and recognized by the Texas Department of Housing and Community Affairs (hereinafter “TDHCA”) as the proper body to carry out the purposes and functions set out in these by- laws.

Section 2.

The offices of Community Services shall be at such place or places in the City of Linden, Texas, as may from time to time be designated by resolution. Until otherwise provided by resolution, the central office of Community Services shall be at 123 Kaufman, Linden, Texas 75563.

ARTICLE II – PURPOSE

The purpose of this corporation shall be to implement and to carry out the provisions of the Economic Opportunity Act of 1964, including all amendments to said Acts, to administer the programs funded by Congress, and to seek projects eligible for assistance from other public and private sources. To achieve these purposes the corporation will work with the poor sector, the public sector and the private sector to seek out, identify and bring together community programs, resources and capital to alleviate and/or eliminate the causes of poverty including providing decent housing. The Corporation shall be operated exclusively for such purposes, and no part of its net earnings shall inure to the benefit of, or be distributable to, its Directors, Officers or any private persons.

ARTICLE III – BOARD STRUCTURE (Texas Administrative Code (TAC) RULE 6.210

Section 1.

(a) Eligible Entities that are Private Nonprofit Organizations shall administer the CSBG program through a tripartite board that fully participates in the development, planning, implementation, and evaluation of the program to serve low-income communities. Records must be retained for all seated board members in relation to their elections to the board for the longer of the board member's term on the Board, or the federal record retention period. Some of the members of the board shall be selected by the Private Nonprofit

Organization, and others through a democratic process; the board shall be composed so as to assure that the requirements of the CSBG Act are followed and are composed as:

(1) One-third of the members of the board shall be elected public officials, holding office on the date of the selection, or their representatives. In the event that there are not enough elected public officials reasonably available and willing to serve on the board, the entity may select appointive public officials to serve on the board. The public officials selected to serve on the board may each choose one permanent representative or designate an alternate to serve on the board. Appointive public officials or their representatives or alternates may be counted in meeting the 1/3 requirement.

(2) Not fewer than 1/3 of the members are persons chosen in accordance with the Eligible Entity's Board-approved written democratic selection procedures adequate to assure that these members are representative of low-income individuals and families in the neighborhood served; and each representative of low-income individuals and families selected to represent a specific neighborhood within a community resides in the neighborhood represented by the member.

(3) The remainder are members of business, industry, labor, religious, law enforcement, education, or other major groups and interests in the community served.

Section 2.

As per Sec.676B (PUBLIC LAW 105-285), private nonprofit entities have the responsibility for selection and composition of the Board as described above.

ARTICLE IV – MEMBERSHIP BODY

This corporation/agency, Community Services, shall have no stockholding members but shall have organizational members as herein provided.

ARTICLE V - COMPOSITION OF THE BOARD

Section 1.

Board Size – The Board shall consist of at least nine (9) but not more than twenty-one (21) members. As long as the composition remains in compliance with Article III, Section 1, the number of board members can be ever-changing. The number of members shall remain divisible by three (3).

Section 2.

Public Officials

Per TAC 6.210, One-third of the members of the board shall be elected public officials, holding office on the date of the selection, or their representatives. In the event that there are not enough elected public officials reasonably available and willing to serve on the board, the entity may select appointive public officials to serve on the board. The public officials selected to serve on the board may each choose one permanent representative or designate an alternate to serve on the board. Appointive public officials or their representatives or alternates may be counted in meeting the 1/3 requirement.

Section 3.

Low Income Representatives

Per TAC 6.210, Not fewer than 1/3 of the members are persons chosen in accordance with the Eligible Entity's Board-approved written democratic selection procedures adequate to assure that these members are representative of low-income individuals and families in the neighborhood served; and each representative of low-income individuals and families selected to represent a specific neighborhood within a community resides in the neighborhood represented by the member.

An essential objective of community action is participation by low-income individuals in the programs which affect their lives; therefore, the CSBG Act and its amendments require representation of low-income individuals on Boards or state-specified governing bodies. Low-income representatives need not themselves be poor, but they must be selected in a manner that ensures that they truly represent low-income individuals. Low-income representatives will be selected through either of the following democratic procedures.

(a) Directly through democratic election.

(b) Indirectly through selection by a community organization composed predominantly of and representing people with low-incomes. The community organization will elect the representative following democratic election procedures.

Section 4.

Representatives of Private Groups And Interests

Community Services shall select persons representing the private sector to serve on the Board or it may select private sector organizations from which representatives of the private sector would be chosen to serve on the Board. Law enforcement representatives are included in this group. Qualifying Private Groups or Interests shall meet the following requirements as set forth for private organizations:

1. Must have a governing Board and/or Executive Committee, which is responsible for policy decisions.
2. Must have a written set of By-Laws.
3. Must have elected officers consisting of at least a Chairman, Vice- Chairman, Secretary and Treasurer.
4. Must have at least four (4) quarterly meetings of the governing body per calendar year.
5. Must have an official membership list.
6. Must keep permanent regular minutes of meetings indicating official decisions and actions of the organizations.

Section 5.

All private and public agencies with representation on the Board shall appoint or reappoint their representatives pursuant to these By-Laws at the annual meeting.

Section 6.

Members of the Board will meet the requirements and regulations set forth by the programs implemented through the Agency.