

# The Tulsa Celle Partnership Bylaws

Revised – June 10, 2014

## ARTICLE I – NAME AND AFFILIATION

1. The name of the organization shall be “ The Tulsa Celle Partnership”, hereinafter called “Partnership”.
2. The Partnership is a Committee of the “Tulsa Global Alliance”, hereinafter called “TGA”. TGA has the role of recommending to the Mayor the establishment of selected Sister Cities and thereafter overseeing the official Sister City relationships.

## ARTICLE II – PURPOSE

1. The purpose of the Partnership is to promote peace, understanding and friendship among the people of Celle and Tulsa and to strengthen the bonds between our two cities. Both cities will carry on a wide range of exchanges and cooperation in the fields of economic development, culture, art, education, sports, science and technology, and adult and youth exchanges as well as municipal administration and urban development in order to contribute to our common prosperity and friendship.

## ARTICLE III – MEMBERSHIP

1. Membership: voting members, hereinafter called members, of the Partnership shall be any individual or company who has paid annual dues as may be set by TGA and who have assigned “Celle” as their sister city preference. The Partnership must have at least five members to remain active under TGA.
2. Responsibilities: Members attend meetings of the Partnership, if called upon serve on committees, and cooperate with other members of the Partnership in effectively meeting the goals of the partnership.
3. Benefits: Members may vote on matters before the Partnership, serve on committees, hold office and participate in all activities of the Partnership.

## ARTICLE IV – MEETINGS

1. Annual Meeting: The Annual Meeting shall be held before the TGA Annual Meeting at a time and place decided upon by the Partnership Executive Committee. The purpose of the Annual Meeting is to elect officers for the ensuing year.
2. There shall be at least three additional meetings of the Partnership a year to be scheduled at a time and place decided upon by the Partnership Executive

Committee. Additional meetings may be scheduled as deemed appropriate and necessary by the Partnership Executive Committee, or as requested by 10% of the members.

3. Quorum: A quorum of the Partnership is required in order to conduct business and is defined to be 15% of the current members, but no less than a total of three members. Action of the Partnership will be by majority vote, except where indicated by these Bylaws.

#### ARTICLE V – OFFICERS

1. The officers of the Partnership shall be: President, Vice President of Business, Vice President of Education and Exchanges, Vice President of Membership, Vice President of Finance and Treasurer, Vice President of Publicity and Historian, and Secretary. The President shall designate an officer to act officially in the absence of the President.

2. Eligibility: Only members shall be eligible to hold an office.

3. Election: Officers shall be elected by a majority vote of the members present and voting at the Annual Meeting. The election of officers shall be conducted by the Nominating Committee.

4. Vacancies: Vacancies shall be filled by appointment by the President.

5. Term of office: The term of office shall be one year. The maximum number of consecutive years any one person may hold a specific office is three, unless no other person has accepted the nomination for election to such office.

6. Duties: The duties of the officers of the Partnership shall be such as usually pertains to their respective offices.

#### ARTICLE VI – COMMITTEES

1. Partnership Executive Committee: The Partnership Executive Committee shall be made up of the Officers of the Partnership, plus one Member at Large appointed by the President. Additional members may be added to this Committee by a majority vote of the Officers of the Partnership. The Partnership Executive Committee shall meet at the call of the President. A majority vote of those present and voting at a meeting shall constitute the action of the Committee.

2. Nominating Committee: The president shall appoint the members of the Nominating Committee, and this committee shall select its chair. The Nominating Committee shall consist of at least three members. The Nominating Committee shall present a slate of officers for election at the Annual Meeting of the Partnership. No name shall be placed in nomination without the consent of the nominee. The

members shall be notified in writing of the slate of officers prior to the Annual Meeting.

3. Other Committees: Committees may be added or deleted at the discretion of the Partnership Executive Committee. Each Vice President appoints the Chair for each committee that he/she oversees. The Chair of a committee must be a member of the Partnership. Persons other than members of the Partnership may serve on committees, but each committee shall have at least one member of the Partnership represented on it in addition to the Chair.

#### ARTICLE VII – FISCAL POLICIES

1. Fiscal Year: The fiscal year of the Partnership shall begin on the first day of July of each year and end on the thirtieth day of June of the following year.

2. Membership: Members shall pay annual dues as set by TGA. The Partnership membership year is from January 1 to December 31 to coincide with the membership year of TGA.

3. Financial Accounts: The Treasurer shall keep proper records of all funds received and disbursed by the Partnership. TGA shall hold funds in the name of the Partnership for safekeeping. These funds shall be available to and may be dispersed by the Partnership at its discretion.

4. Expenditures: The Partnership Executive Committee must approve all expenditures in accordance with guidelines established by the Executive Committee.

#### ARTICLE VIII – AMENDMENTS

1. The Bylaws of the Partnership may be altered or repealed by a majority vote of the members present and voting at the Annual Meeting of the Partnership, provided such Bylaws have been reviewed and presented for approval by the Partnership Executive Committee.

2. A copy of the proposed change(s) shall be presented in writing to the members at least two weeks prior to the Annual Meeting.

#### ARTICLE IX – ORDER

1. Robert's Rules of Order Newly Revised shall serve as a guide for all proceedings of the Partnership.