

Alamo PMI Chapter Bylaws

Article I – Name, Principal Office; Other Offices.

Section 1. Name/Non-Profit Incorporation.

This organization shall be called the Alamo Project Management Institute Chapter (hereinafter “the Alamo PMI”). This organization is a chapter chartered by the Project Management Institute, Inc. (hereinafter “PMI®”) and separately incorporated as a non-profit, tax-exempt corporation (or equivalent) organized under the laws of the state of Texas. All Chapters formed within the United States must be incorporated as 501(c) (6) organization.

Section 2. The Alamo PMI shall meet all legal requirements in the jurisdiction(s) in which the Alamo PMI conducts business or is incorporated/registered.

Section 3. Principal Office; Other Offices.

The principal office of the Alamo PMI shall be located in San Antonio, in the State of Texas of the United States of America. The Alamo PMI may have other offices such as Branch offices as designated by the Alamo PMI Board of Directors.

Article II – Relationship to PMI.

Section 1. The Alamo PMI is responsible to the duly elected PMI® Board of Directors and is subject to all PMI® policies, procedures, rules and directives lawfully adopted.

Section 2. The bylaws of the Alamo PMI may not conflict with the current PMI’s Bylaws and all policies, procedures, rules or directives established or authorized by PMI as well as with the Alamo PMI’s Charter with PMI.

Section 3. The terms of the Charter executed between the Alamo PMI and PMI®, including all restrictions and prohibitions, shall take precedence over these Bylaws and other authority granted hereunder and in the event of a conflict between the terms of the Charter and the terms of these Bylaws, the Alamo PMI shall be governed by and adhere to the terms of the Charter.

Article III – Purpose and Limitations of the Alamo PMI.

Section 1. Purpose of the Alamo PMI Chapter.

- A. General Purpose. The Alamo PMI has been founded as non-profit, tax-exempt corporation (or equivalent) chartered by PMI®, and is dedicated to advancing the practice, science, and profession of project management in a conscious and proactive manner.
- B. Specific Purposes. Consistent with the terms of the Charter executed between the Alamo PMI and PMI and these Bylaws, the purposes of the Alamo PMI shall include the following:
 - a) To foster professionalism in the management of projects.
 - b) To contribute to the quality and scope of project management.
 - c) To stimulate appropriate global application of project management for the benefit of general public.
 - d) To provide a recognized forum for the free exchange of ideas, applications, and solutions to project management issues among its members, and other interested and involved in project management.
 - e) To identify and promote the fundamentals of project management and advance the body of knowledge for managing projects successfully.

Section 2. Limitations of the Alamo PMI Chapter.

- A. General Limitations. The purposes and activities of the Alamo PMI shall be subject to limitations set forth in the charter agreement, these Bylaws, and conducted consistently with Alamo PMI Articles of Incorporation.
- B. The membership database and listings provided by PMI to the Alamo PMI may not be used

for commercial purposes and may be used only for non-profit purposes directly related to the business of the Alamo PMI, consistent with PMI policies and all applicable laws and regulations, including but not limited to those law and regulations pertaining to privacy and use of personal information.

- C. The officers and directors of the Alamo PMI shall be solely accountable for the planning and operations of the Chapter and shall perform their duties in accordance with the Chapter's governing documents; its Charter Agreement; PMI's Bylaws, policies, practices, procedures, and rules; and applicable law.

Article IV – Alamo PMI Chapter Membership.

Section 1. General Membership Provisions.

- A. Membership in the Alamo PMI requires membership in PMI®. The Alamo PMI shall not accept as members any individuals who have not been accepted as PMI® members.

Membership in this organization is voluntary and shall be open to any eligible person interested in furthering the purposes of the organization. Membership shall be open to all eligible persons without regard to race, creed, color, age, sex, marital status, national origin, religion, or physical or mental disability.

- B. Members shall be governed by and abide by the PMI Bylaws and by the bylaws of the Alamo PMI and all policies, procedures, rules, and directives lawfully made thereunder, including but not limited to the PMI Code of Ethics and Professional Conduct.
- C. All members shall pay the required PMI and ALAMO PMI membership dues to PMI and in the event that a member resigns or has their membership is revoked for just cause, membership dues shall not be refunded by PMI or the ALAMO PMI.
- D. Membership in the Alamo PMI shall terminate upon the member's resignation, failure to pay dues or expulsion from membership for just cause.
- E. Members who fail to pay the required dues when due shall be delinquent for a period of one (1) month and their names removed from the official membership list of the Alamo PMI. A delinquent member may be reinstated by payment in full of all unpaid dues for PMI and the Alamo PMI to PMI within such one-month delinquent period.
- F. Upon termination of membership in the Alamo PMI, the member shall forfeit any and all rights and privileges of membership.
- G. All Alamo PMI members can vote and hold office.

Section 2. Classes and Categories of Members. The Alamo PMI shall not create its own membership categories. PMI Chapter membership categories shall be consistent with PMI membership categories.

Article V – Alamo PMI Chapter Board of Directors:

Section 1. The Alamo PMI shall be governed by a Board of Directors (Board). The Board shall be responsible for carrying out the purposes and objectives of the non-profit corporation (or equivalent).

Section 2. The Board shall consist of the officers of the Alamo PMI elected by the membership and shall be members in good standing of PMI and of the Alamo PMI.

Terms of office for the Officers shall be two (2) years, limited to two (2) consecutive terms in the same position, and no more than four (4) consecutive terms or eight (8) consecutive years of elected service on the Board in general.

Elected officers serving eight (8) consecutive years shall rotate off the Board for a period of at least two (2) years prior to seeking a future elected position. These positions are staggered so that no more than five (5) are elected each year.

Elected in Odd Years, Serve in Even Years	Elected in Even Years, Serve in Odd Years
President	Vice President of Finance
Executive Vice President	Vice President of Operations & Support
Vice President of Marketing	Vice President of Outreach
Vice President of Membership	Vice President of Programs & Professional Development
Vice President of Volunteers	

Section 3. The PRESIDENT shall be the chief executive officer for the Alamo PMI and of the Board and shall perform such duties as are customary for presiding officers, including making all required appointments with the approval of the Board. The PRESIDENT shall also serve as a member ex-officio with the right to participate and vote on all committees except the Nominating Committee.

Section 4. The EXECUTIVE VICE PRESIDENT (EVP) is the elected Board member who will assist the President with his or her duties of managing the chapter and assume the role of the chapter president if the president is unable to perform duties for any reason. The EVP is responsible for special interest groups (Chapter Committees) as referred to in Article VII. In situations where the President is temporarily unavailable, the Executive Vice President shall temporarily assume the role of Interim President and administer the President’s duties until the President is available to resume their role and duties.

Section 5. The VICE PRESIDENT OF OPERATIONS AND SUPPORT shall be responsible for all administrative functions addressing the needs of the Chapter to include maintaining business records, meeting minutes and enforcement of Chapter policies and bylaws.

Section 6. The VICE PRESIDENT OF FINANCE shall oversee the management of funds for duly authorized purposes of the Alamo PMI.

Section 7. The VICE PRESIDENT OF MARKETING shall be responsible for all communications functions addressing the needs of the Chapter including marketing, public relations, and Chapter websites in accordance with Chapter policies and bylaws.

Section 8. The VICE PRESIDENT OF PROGRAMS & PROFESSIONAL DEVELOPMENT shall be responsible for all professional development functions addressing the education needs of the Chapter membership; also hosts training workshops and events in accordance with Chapter policies and bylaws.

Section 9. The VICE PRESIDENT OF MEMBERSHIP shall be responsible for all membership functions addressing the needs of Chapter membership, including service delivery, recruiting, and retaining members in accordance with Chapter policies and bylaws.

Section 10. The VICE PRESIDENT OF VOLUNTEERS shall be responsible for all volunteer functions addressing the needs of the Chapter volunteers, including recruitment, retention, recognition and leadership development training and support in accordance with Chapter policies and bylaws.

Section 11. The VICE PRESIDENT OF OUTREACH shall be responsible for all outreach functions addressing the needs of the Chapter including educational engagement, corporate and community activities and satellite locations operations in accordance with Chapter policies and bylaws.

Section 12. The PAST PRESIDENT assumes the office automatically at the end of their term as President and shall hold this office until the expiration of the next Presidents term. The Past President shall hold a

non-voting advisory position and provide support to the current president and the Board through special projects as directed.

Section 13. The Board shall exercise all powers of the Alamo PMI, except as specifically prohibited by these bylaws, the PMI Bylaws and policies, its charter with PMI, and the laws of the jurisdiction in which the organization is incorporated/registered. The Board shall be authorized to adopt and publish such policies, procedures and rules as may be necessary and consistent with these bylaws and PMI Bylaws and policies, and to exercise authority over all Alamo PMI business and funds.

Section 14. The Board shall meet at the call of the PRESIDENT, or at the written request of three (3) members of the Board. A quorum shall consist of no less than one-half of the membership of the Board at any given time. Each member shall be entitled to one (1) vote and may take part and vote in person only. At its discretion, the Board may conduct its business by teleconference, facsimile, or other legally acceptable means. Meetings shall be conducted in accordance with parliamentary procedures determined by the Board.

Section 15. The Board of Directors may declare an officer or Director at Large position to be vacant where an officer or Director at Large ceases to be a member in good standing of PMI or of the Alamo PMI by reason of non-payment of dues, or where the officer or Director at Large fails to attend two (2) consecutive Board meetings. An officer or Director at Large may resign by submitting written notice to the PRESIDENT. Unless another time is specified in the notice or determined by the Board, the resignation shall be effective upon receipt by the Board of the written notice.

Section 16: An officer or Director at Large may be removed from office for just cause in connection with the affairs of the organization by a two-thirds (2/3) vote of the members present and in person at an official meeting of the membership, or by a two-thirds (2/3) vote of the Board.

Section 17: If any officer or Director at Large position becomes vacant, the Board may appoint a successor to fill the office for the unexpired portion of the term for the vacant position. In the event the President is unable or unwilling to complete the current term of office, the Executive Vice President will assume the role of President for the remainder of the term until the regularly scheduled election. If the Executive Vice President is unwilling or unable, the Alamo PMI Board shall appoint a current Board Member to assume the office of President for the remainder of the term. The Board may hold a special election by the chapter's membership to fill the vacant position.

Article VI – Alamo PMI Chapter Nominations and Elections:

Section 1. The nomination and election of officers and directors shall be conducted annually in accordance with the requirements contained in these Bylaws, including Article IV, Section 1 and Article V, Section 2 and this Article VI. All voting members in good standing of the Alamo PMI shall have the right to vote in the election. Discrimination in election and nomination procedures on the basis of race, color, creed, gender, age, marital status, national origin, religion, physical or mental disability, or unlawful purpose is prohibited.

Section 2. Candidates who are elected shall take office on the first day of January following their election and shall hold office for the duration of their terms or until their successors have been elected and qualified.

Section 3. A Nominating Committee shall prepare a slate containing nominees for each Board position and shall determine the eligibility and willingness of each nominee to stand for election. Candidates for Board positions may also be nominated by petition process established by the Nominating Committee or the Board. Elections shall be conducted (a) during the annual meeting of the membership; or (b) by mail ballot to all voting members in good standing; or (c) by electronic vote in compliance with the legal jurisdiction. The candidate who receives a majority of votes cast for each office shall be elected. Ballots shall be counted by the Nominating Committee or by tellers designated by the Board.

Section 4. No current member of the Nominating Committee shall be included in the slate of nominees prepared by the Committee.

Section 5: In accordance with PMI policies, practices, procedures, rules and directives, no funds or resources of PMI or the Chapter may be used to support the election of any candidate or group of candidates for PMI, Chapter or public office. No other type of organized electioneering, communications, fund-raising or other organized activity on behalf of a candidate shall be permitted. The Chapter Nominating Committee, or other applicable body designated by the Chapter, will be the sole distributor(s) of all election materials for Chapter elected positions.

Article VII – Alamo PMI Chapter Committees:

Section 1. The Board may authorize the establishment of standing or temporary committees to advance the purposes of the organization. The Board shall establish a charter for each committee, which defines its purpose, authority, and outcomes. Committees are responsible to the Board. Committee members shall be appointed from the membership of the organization. The Alamo PMI officers and/or Directors can serve on the Alamo PMI Committees, unless it specifically is restricted by the Bylaws.

Section 2. All committee members and a chairperson for each committee shall be appointed by the PRESIDENT with the approval of the Board.

Article VIII – Alamo PMI Chapter Finance:

Section 1. The fiscal year of the Alamo PMI shall be from 1 January to 31 December.

Section 2. Alamo PMI annual membership dues shall be set by the Alamo PMI's Board and communicated to PMI in accordance with policies and procedures established by PMI.

Section 3. The Alamo PMI Board shall establish policies and procedures to govern the management of its finances and shall submit required tax filings to appropriate government authorities.

Section 4. All dues billings, dues collections and dues disbursements shall be performed by PMI.

Article IX – Meetings of the Membership:

Section 1. An annual meeting of the membership shall be held at a date and location to be determined by the Board. Notice of all annual meetings shall be sent by the Board to all members at least 30 days in advance of the meeting. Action at such meetings shall be limited to those agenda items contained in the notice of the meeting.

Section 2. Special meetings of the membership may be called by the PRESIDENT; by a majority of the Board; or by petition of ten percent (10%) of the voting membership directed to the PRESIDENT. Notice of all special meetings shall be sent by the Board to membership a reasonable amount of time in advance of the meeting to allow membership the opportunity to participate in such special meetings. The notice should indicate the time and place of the meeting and include the proposed agenda. Action at such meetings shall be limited to those agenda items contained in the notice of the meeting.

Section 3. Quorum at all annual and special meetings of the Alamo PMI shall be those members in good standing, present and in person.

Section 4. All meetings shall be conducted according to the current version of Robert's Rules of Order.

Article X - Inurement and Conflict of Interest:

Section 1. No member of the Alamo PMI shall receive any pecuniary gain, benefit or profit, incidental or otherwise, from the activities, financial accounts and resources of the Alamo PMI, except as otherwise provided in these bylaws.

Section 2. No officer, director, appointed committee member or authorized representative of the Alamo

PMI shall receive any compensation, or other tangible or financial benefit for service on the Board. However, the Board may authorize payment by the Alamo PMI of actual and reasonable expenses incurred by an officer, director, committee member or authorized representative regarding attendance at Board meetings and other approved activities.

Section 3. Alamo PMI may engage in contracts or transactions with members, elected officers or directors of the Board, appointed committee members or authorized representatives of Alamo PMI and any corporation, partnership, association or other organization in which one or more of Alamo PMI's directors, officers, appointed committee members or authorized representatives are: directors or officers, have a financial interest in, or are employed by the other organization, provided the following conditions are met:

- A. The facts regarding the relationship or interest as they relate to the contract or transaction are disclosed to the board of directors prior to commencement of any such contract or transaction;
- B. The board in good faith authorizes the contract or transaction by a majority vote of the directors who do not have an interest in the transaction or contract;
- C. The contract or transaction is fair to Alamo PMI and complies with the laws and regulations of the applicable jurisdiction in which Alamo PMI is incorporated or registered at the time the contract or transaction is authorized, approved or ratified by the board of directors.

Section 4. All officers, directors, appointed committee members and authorized representatives of the Alamo PMI shall act in an independent manner consistent with their obligations to the Alamo PMI and applicable law, regardless of any other affiliations, memberships, or positions.

Section 5. All officers, directors, appointed committee members and authorized representatives shall disclose any interest or affiliation they may have with any entity or individual with which the Alamo PMI has entered, or may enter, into contracts, agreements or any other business transaction, and shall refrain from voting on, or influencing the consideration of, such matters.

Article XII - Indemnification:

Section 1. In the event that any person who is or was an officer, director, committee member, or authorized representative of the Alamo PMI, acting in good faith and in a manner reasonably believed to be in the best interests of the Alamo PMI, has been made party, or is threatened to be made a party, to any civil, criminal, administrative, or investigative action or proceeding (other than an action or proceeding by or in the right of the corporation), such representative may be indemnified against reasonable expenses and liabilities, including attorney fees, actually and reasonably incurred, judgments, fines and amounts paid in settlement in connection with such action or proceeding to the fullest extent permitted by the jurisdiction in which the organization is incorporated. Where the representative has been successful in defending the action, indemnification is mandatory.

Section 2. Unless ordered by a court, discretionary indemnification of any representative shall be approved and granted only when consistent with the requirements of applicable law, and upon a determination that indemnification of the representative is proper in the circumstances because the representative has met the applicable standard of conduct required by law and in these bylaws.

Section 3. To the extent permitted by applicable law, the Alamo PMI may purchase and maintain liability insurance on behalf of any person who is or was a director, officer, employee, trustee, agent or authorized representative of the Alamo PMI, or is or was serving at the request of the Alamo PMI as a director, officer, employee, trustee, agent or representative of another corporation, domestic or foreign, non-profit or for-profit, partnership, joint venture, trust or other enterprise.

Article XIII- Amendments:

Section 1. These bylaws may be amended by a two-thirds (2/3) vote of the voting membership in good standing voting by electronic ballot; or by two-thirds (2/3) vote of membership present and voting at an annual meeting of the Alamo PMI duly called and regularly held; or by a two-thirds (2/3) vote of the voting membership in good standing voting by mail ballot returned within thirty (30) days of the date by

which members can reasonably be presumed to have received the ballot. Notice of proposed changes shall be sent in writing to the membership at least thirty (30) days before such meeting or vote.

Section 2. Amendments may be proposed by the Board on its own initiative, or upon petition by ten percent (10%) of the voting members in good standing addressed to the Board. All such proposed amendments shall be presented by the Board with or without recommendation.

Section 3. All amendments must be consistent with PMI's Bylaws and the policies, procedures, rules and directives established by the PMI Board of Directors, as well as with the Alamo PMI's Charter with PMI.

Article XIV – Dissolution:

Section 1. In the event that the Alamo PMI or its governing officers failed to act according to these bylaws, its policies or all PMI® policies, procedures, and rules outlined in the charter agreement, PMI® has a right to revoke the Alamo PMI Charter and require the chapter to seek dissolution.

Section 2. In the event the Alamo PMI failed to deliver value to its members as outlined in Alamo PMI's business plan and without mitigated circumstance, the Chapter acknowledges that PMI® has a right to revoke the Alamo PMI Charter and require the chapter to seek dissolution.

Section 3. In the event the Alamo PMI is considering dissolving, the Alamo PMI's members of the Board of Director must notify PMI® in writing and follow the Chapter dissolution procedure as defined in PMI's policy.

Section 4. Should the Alamo PMI dissolve for any reason, its assets shall be dispersed to an organization designated by the voting membership after the payment of just, reasonable and supported debts, consistent with applicable legal requirements.

Section 5. Unless superseded by law, dissolution of the Chapter entity must be approved by a majority of the members voting on the motion to dissolve.