



**BYLAWS**  
**COUNTY TREASURERS' ASSOCIATION OF TEXAS**  
**ADOPTED SEPTEMBER 2022**

Article I - Membership

Section 1. Eligibility. Any person who has been commissioned County Treasurer under the laws of the State of Texas shall be eligible for membership with the exception of those County Treasurers who have publicly embraced a platform detrimental to the office of County Treasurer.

Duly appointed Assistant/Deputy County Treasurers shall be eligible for membership and shall enjoy all the rights and privileges of said Association with the exception of being eligible to vote or being elected to or holding any office.

Alumni membership is available to all retired County Treasurers without voting or office holding privileges.

Interested community citizens, corporations, and institutions are eligible for associate or corporate memberships without voting or office holding privileges. Membership shall be from January 1 to December 31. Dues paid after November 1 will be applied to the next year.

Section 2. Voting. Each eligible County Treasurer in attendance at County Treasurers' Association of Texas business meetings which are held in conjunction with the Association's Annual Conference each fall will be allowed one vote. No Voting by proxy shall be permitted. A quorum is achieved when 2/3 of the County Treasurers registered for the conference are in attendance at the business meeting.

Article II - Election of Officers & Directors

Section 1. Officers. The President, President-Elect, First Vice President, Second Vice President, Treasurer, and Secretary shall be elected by a majority vote of those eligible members present at the Annual Conference. Officers shall hold office for a term of one fiscal year or until their successors are duly elected and qualified. Officers may be elected to serve in the same office for a maximum of two consecutive fiscal year terms. Each officer is a voting member and shall make every effort to attend all board meetings.

Section 2. Directors. Directors shall be elected by a majority vote of those eligible members present at the Annual Conference. Directors from Regions 1, 3, 5, 7, 9 and 11 shall be elected in even numbered years. Directors from Regions 2, 4, 6, 8, 10 and 12 shall be elected in odd numbered years. Directors shall be elected for terms of two fiscal years on an alternate basis with six positions open for election each year. Directors may succeed themselves for one additional two-year term and thereafter must rotate out of Directorship for at least one fiscal year. A second term Director may be considered for election to another office without rotation off the Board of Directors. Region Directors shall provide to the Association Secretary a list of the region's Treasurers and all information required for the Association Directory. Each director is a voting member and

shall make every effort to attend all board meetings.

Section 3. Sector Directors. Sector Directors shall be nominated by the Associations' President and elected by the majority vote of those eligible members present at the Annual Conference. Sector Directors shall reside in and be elected from the Sectors as follows: Sector 1-Regions 1, 2, 3, and 4; Sector 2- Regions 5, 6, 7, and 8; Sector 3-Regions 9, 10, 11, and 12; Sector 4 may reside in any area of the State. Sector Directors shall be elected for a term of one fiscal year and may succeed themselves for one additional one-year term. Sector Directors may be considered for election to another office without rotation off the Board. The Sector Directors shall be the liaison with the Association alumni members; and, shall perform other duties as defined by the Board of Directors or its Executive Officers (as defined in Section 4 below). Each director is a voting member and shall make every effort to attend all board meetings.

Section 4. Executive Officers. Executive Officers will consist of the President, President-Elect, First Vice President, Second Vice President, Secretary, Treasurer, and Immediate Past President. Executive Officers are the members of the Executive Committee.

Section 5. Dual Officers. No Officer or Director shall hold dual offices in both the Association and its affiliate regional associations.

### Article III - Duties of Officers and Directors

Section 1. The President. The President shall preside at all meetings of the Association and shall conduct the proceedings according to the established rules of parliamentary procedure. All authority not otherwise specifically vested shall be executed by the President. The President shall appoint a Recording Secretary when the Association Secretary is not present at called meetings. The President shall appoint all committee chairs and members no later than thirty days after assuming the office. The President shall call the Nominating Committee to meet and make recommendations of members to fill vacancies occurring in any committee or office for the remainder of the term for which that committee member or officer may have been appointed or elected. The President shall use all reasonable means to promote the objectives of the Association. At the Annual Conference, the President shall deliver a State of the Association Address containing such recommendations for the future welfare of the Association, as the President shall deem relevant; such recommendations shall be referred to the Committee of Resolutions without debate. The President shall perform such other duties as required from time to time by members or by the Board of Directors. The title President shall only be used for the duly elected CTAT President; Regions may elect Chairpersons.

Section 2. The President-Elect. The President-Elect shall be the Chair of the Resolutions Committee and shall administer fundraising efforts on behalf of the Association. The President-Elect shall preside in the absence of the President and succeed to the office of President.

Section 3. The First Vice President. The First Vice President shall be the chair of the Legislative Committee and a member of the Public Relations Committee.

Section 4. The Second Vice President. The Second Vice President shall be the Chair of the Constitution and Bylaws Committee and shall prepare and submit to the Executive Board all proposed changes, additions or amendments to the bylaws prior to their dissemination to the membership at-large for their consideration.

Section 5. The Treasurer. The Treasurer shall collect all monies on behalf of the Association from whatever source and for any purpose including but not limited to Association dues, gifts and donations, proceeds of fundraising efforts and donations to the Association's Endowment Trust Fund. The Treasurer shall invest all funds collected with judgment and care governed by the following in order of priority: 1. Preservation and Safety of Principal, 2. Liquidity and 3. Yield. The Treasurer shall receive all accounts payable notices and verify the amounts, to whom funds are payable and the purpose of the disbursement for all liabilities of the Association and, if found correct, shall pay the same in a timely manner. All liabilities of the Association shall require the acknowledging signature of the person submitting the payment request, the President or President-Elect and the Treasurer. The Treasurer shall keep an accurate record of all monies received and disbursed by the Treasurer in such manner and form as may be prescribed by the Executive Board. The Treasurer shall submit a report to any member of the Association Board showing the financial condition of the Association and at any time submit the books to be examined by the Auditing Committee of the Association. The Treasurer shall keep a record of the Association membership and shall actively solicit eligible County Treasurers for membership. The Treasurer will submit a report with a list of the County Treasurers who are not members at each meeting of the Association. Texas Association of Counties will prepare annual membership dues statements and send a receipt via electronic mail to each due paying member, and report the membership list to the Treasurer. At the Annual Conference, the Treasurer shall submit a written report of all receipts, disbursements and fund balances to the Association together with a statement of any special or trust funds in the Treasurer's possession and all assets and liabilities of the Association known to the Treasurer. The Treasurer shall maintain the various bank accounts for the association and is the authorized signer on the accounts of the association. During the change of officials, the past Treasurer shall be authorized to make the changes to the account adding the newly elected Treasurer with the past Treasurer remaining as alternate, as long as the past treasurer serves as an association officer, otherwise, the officer most recently served as Treasurer will be the alternate signer. The Treasurer shall submit monthly reports to the President and Audit Committee. The Treasurer shall report to the board if there are any outstanding payments for dues by the Spring Education Seminar each year.

Section 6. The Secretary. The Secretary shall keep accurate records of all meetings of the Association, the Executive Committee, the Board of Directors, and the Annual Conference, and provide drafts of the minutes to the Board of Directors and "Treasury Notes" within sixty days of the meeting. The Secretary shall keep all books, records, documents and the official seal belonging to the Association. The Secretary shall keep the official records of the membership of the Association. The membership records shall contain updated information on all Association members as is defined and contained in the official Association Directory. The membership database shall be the official record used to update the online directory on the County Treasurers' Association of Texas official website as needed. Twice per year, prior to the Spring Seminar and Fall Conference, the Secretary shall send out reminders on listserv to the County Treasurers, for any updates to the membership directory. Additional duties shall be to assist the President in the preparation of agendas for all meetings of the Association, order all letterhead and envelopes for the use by the Association.

Section 7. Immediate Past President. The Immediate Past President is responsible for advocating for, and advising the President and the entire Executive Board so that continuity is preserved to our Association leadership.

Section 8. The Board of Directors. Members of the Board of Directors are all duly elected members of the Board and such appointed members as may be defined by the Board and shall have general oversight and supervision of the affairs and concerns of the Association and shall perform the following duties:

A. The Board shall direct the Secretary in the manner in which proceedings and minutes of the Annual Conference shall be kept.

B. The Board shall have power to appropriate for necessary purposes the unencumbered funds of the Association and to other accounts unexpended balances as the needs of the Association may require.

C. The Board shall determine the form and manner in which the accounts and records of the Association shall be kept and may at any time require any Officer, Committee or member having funds of the Association to render an account of same. The Board shall have full power and authority to take all necessary and proper measures for the protection and care of the funds and property of the Association.

D. The Association President may appoint committees composed of one or more of its own members and when necessary may appoint or employ such agents or assistants as may be required to fulfill responsibilities placed on it by the Association.

E. The Board shall keep a record of its activities and shall submit an annual report of same to the Association.

F. The Board shall hold regular meetings preceding the Spring Seminar, preceding the Annual Conference, and at a designated time during the last day of the Annual Conference. The Board shall hold a regular meeting at Austin, Texas, or surrounding cities of close proximity in each odd numbered year during the regular sessions of the Texas Legislature, at times to be set by the President. The President, or a majority of the Board of Directors, shall have the power to call special meetings of the Board whenever required.

G. Each of the twelve Directors shall be responsible for one of the twelve Regions of Texas counties as approved by the Board of Directors. They shall help coordinate and disseminate information and hold Regional Meetings. Within thirty days following a Board of Directors' meeting, each Director shall inform Region members of any action taken at the meeting. The four Sector Directors elected at-large shall be responsible for communicating with retired County Treasurers in regards to alumni membership, the alumni's current contact information and for such duties as may be assigned by the Executive Board.

#### Article IV – Special Presidential Appointments

Section 1. Special Presidential Appointments. The President shall appoint the following non-voting members without election by the general membership:

A. Parliamentarian. The Parliamentarian shall be an advisor to the President, other officers, committees and members of the Association on matters of parliamentary procedure. The Parliamentarian is a non-voting member and shall make every effort to be present at all board meetings.

B. Historian. The Historian shall prepare a historical narrative of the activities of the Association each fiscal year. The narrative will be presented to the membership at the Annual Conference, placed before the membership and when approved will become a permanent part of the official history of the Association.

The Historian will maintain and preserve the historical records including the minutes of all meetings of the Board, minutes of annual meetings of the membership, historical narratives, photographs, copies of Treasury Notes, and any other records considered to have historical merit by the Association. The Historian will keep the records in a neat and orderly manner, clearly marked according to subject matter and date. The Board shall determine the place where historical records will be kept. The Historian is a non-voting member and shall make every effort to be present at all board meetings.

C. “Treasury Notes” Editor. The “Treasury Notes” Editor shall prepare and distribute the publication “Treasury Notes” at least semi- annually. The Treasury Notes Editor is a non-voting member and shall make every effort to be present at all board meetings.

D. Texas Association of Counties Representative. The Association President shall annually appoint a representative (the “TAC Representative”) to the Texas Association of Counties Board of Directors (the “TAC Board”) not later than November 1 of each year. The TAC Representative shall serve on the TAC Board the following January through December. A County Treasurer who is an Association member shall be eligible to serve on the TAC Board. The TAC Representative is a non-voting member and shall make every effort to be present at all board meetings.

E. Research Liaison. The Association President shall annually appoint a representative to serve as the appointed Research Liaison. The Research Liaison shall be an advisor to the President, other officers, committees, and members of the Association on matters that require additional research. The Research Liaison shall use resources readily available with legal issues being referred to the legal advisors of the Association. The Research Liaison shall be an active participant of the list serve. The Research Liaison is a non-voting member and shall make every effort to be present at all board meetings.

F. C.A.R.E.S. Director. **Compassionate Action Restores Everyone’s Spirits.** The Association President shall annually appoint a representative to serve as the C.A.R.E.S Director. The C.A.R.E.S Director is tasked with recognizing the passing of past and present members of CTAT, to empathize and send condolences on behalf of the association.

Article V - Dues and Credentials

Section 1. Annual Dues. Individual, Associate and Corporate members shall pay annual dues January 1<sup>st</sup> of each year as follows:

Treasurer	dues shall	be \$175.00
Assistant Treasurer	dues shall	be \$ 40.00
Associate Member	dues shall	be \$ 25.00
Alumni Member	dues shall	be \$ 10.00
Corporate Member	dues shall	be \$100.00
Life Member		dues not required

*Associate, Alumni, Corporate and Life Membership* annual dues entitles members to receive “Treasury Notes”; the official publication of the County Treasurers’ Association. *Treasurer and Assistant Treasurer* membership dues also include List Serve privileges. A County Treasurer whose dues have not been paid by the date of the Spring Annual Conference shall not be entitled to vote, to list serve privileges, hold office, or serve on any committee. Treasurers and Assistant Treasurers are not eligible to receive a Continuing Education Certification Certificate or Public Funds Investment Act Certificate unless dues are paid by December 31<sup>st</sup> of the year the certificate is earned.

Section 2. Credentials. Upon payment of dues, each member shall receive an emailed confirmation from the Texas Association of Counties within 30 days of payment received. The email shall certify that the person is a member of the County Treasurers’ Association of Texas. It shall be valid during the term for which it is issued.

Article VI - Committees

Section 1. Legislative Committee. The First Vice-President as chair of the Legislative Committee and the Committee members shall actively promote the adoption, amendment, and maintenance of laws of interest to County Treasurers, and to this end they are empowered to use the name of the Association in presenting the Association’s views to committees, legislative bodies, and others. The Committee is authorized to attend the sessions of any committee or body considering measures of interest to County Treasurers. The committee shall keep all Board of Directors Members informed of any activity taken on behalf of, or in the name of the Association.

Section 2. Auditing Committee. A committee of two members, who are not officers, shall be appointed by the President to audit the reports of the Treasurer or any other officers or members having Association funds in their charge. The Committee shall compare bank records, vouchers, and original entries in the account books after fiscal year end and report their findings to the Board of Directors, in writing within 30 days. The Auditing Committee shall also receive, count, and audit the ballots for the annual Texas Outstanding County Treasurer Award and present the results to the TOCTA Chairperson. In the event either committee member shall become a TOCTA nominee, the President shall appoint a replacement of said member/members to the Committee.

Section 3. Resolutions Committee. The President-Elect shall be the Chair of the Resolutions Committee. The Committee shall prepare and present resolutions of courtesy and thanks as occasions from year to year may require.

Section 4. Constitution and Bylaws Committee. The Second Vice- President shall be the Chair of the Constitution and Bylaws Committee. The duties of the Committee shall be to propose such amendments as in its judgment are deemed necessary to coordinate and simplify the Constitution and Bylaws and to eliminate conflicting and impractical provisions. Before the Annual Conference, the Committee shall provide a report to the Board of Directors of proposed amendments recommended by the Committee and of other proposed amendment recommendations submitted by members or other committees. The report shall indicate if the recommendations are in accordance with the objectives of the Association's Constitution and Bylaws. All proposed amendments shall be presented in accordance with Constitution Article V and Article VI. The Committee Chair shall be responsible for submitting a dated, Official Revised Copy of the Constitution and Bylaws to the Secretary and to Texas Association of Counties for publication on the CTATX website following the Annual Meeting. The Secretary will file the Official Revised Copy of the Constitution and Bylaws with the Annual Conference minutes.

Section 5. Nominating Committee. The Nominating Committee shall interview members who qualify and are interested in serving as Association Officers and Directors. The Committee shall present a proposed slate of officers at the Annual Business Meeting. The Nominating Committee shall be composed of seven members: the Immediate Past President, who shall serve as Chair, the current President, and five additional voting members. The five additional members shall include two Past Presidents and three additional voting members not serving on the Executive Committee.

The Director of each Region, upon the recommendation of the members of that Region, may submit in writing to the Chair of the Nominating Committee a nominee for Director from its Region. The nominee is subject to the provisions in Article II of the Bylaws. The nominations can be made by email or in person by the end of registration at the Annual Meeting. The Nominating Committee shall recommend replacement of vacancies on the Executive Committee. The Committee shall interview candidates who were previously considered for positions and may select additional candidates from the membership. The Committee will notify the President of the recommendations. The President will notify the membership of the selection. Automatic accession on the board is recommended, but not guaranteed. In conjunction with the President, if any Board Member does not fulfill their duties or causes embarrassment to the Association, a recommendation to remove such Board Member from the Board will be made. If a vacancy arises mid-year, a Past President will be appointed to serve as interim officer until the next annual election.

Section 6. The Texas Outstanding County Treasurer Award (TOCTA) Committee. The President shall appoint the Chair from the standing Committee which shall be composed of all Past Presidents and two members at large who have served as Region Directors with 8 years tenure as a County Treasurer. The Committee shall confirm at the County Treasurers' Spring Education Seminar the selection of at least two but not more than five nominees for the Outstanding Treasurer from nominations made by each Region.

Region Directors shall obtain nominees for Outstanding Treasurer from members of their Region. By secret ballot prior to the Spring Education Seminar, each Region shall vote and elect their nominee for Outstanding Treasurer. The nomination and a short biographical description shall be forwarded to the Chair of the TOCTA Committee for consideration by the Committee, provided notice of such nomination has been filed with the Chair not less than thirty days (30) days before the date of the Spring Seminar. If bio is not submitted with the name or if a name is not submitted within the 30 days, the Region will have forfeited their nomination.

Nominees of the TOCTA Committee shall be voted on by the Elected or Appointed County Treasurers allowing one vote per County. Voting may occur electronically or in person with voting ending at the close of registration at the fall Annual Conference. Ballots shall be collected by the Auditing Committee Chair who shall be someone other than a candidate for Outstanding Treasurer. After ballots are counted, a report will be given to the TOCTA Chair, who will announce the award at the banquet at the fall Annual Meeting. Those eligible for selection include Association members who are Elected or Appointed County Treasurers. Former TOCTA recipients and the incumbent President are not eligible.

Section 7. Public Relations Committee. The Public Relations Committee is tasked with promoting goodwill and building relationships with other county offices. The First Vice- President shall be a member of the Public Relations Committee.

Section 8. Education Committee. The Education Committee shall be composed of at least seven members and shall be responsible for planning the Continuing Education components for the Spring Seminar in accordance with Article IX. The Chair shall be appointed by the President. The President-Elect may appoint a Co-Chair who shall become the Chair when the President-Elect becomes the President. At the Annual Conference, the Committee shall recommend to the Board the Education Seminar's program content and format in accordance with the Statutes (Local Government Code, Section 83.003, and Chapter 87, Subchapter B) and long-range goals of the Association. The committee shall also serve in an advisory role to the Conference Committee for the Annual Meeting education components.

Section 9. Certification and Validation Committee. The Certification and Validation Committee shall be composed of at least three Past Presidents and three members at-large with the Chair appointed by the President. The Certification and Validation Committee, with Board approval, shall supervise the certification program and make recommendations to the Board of those courses of instruction that qualify for certification. The Committee will include language on the Certificates of Certification that indicates the courses of instruction were approved by the Association. The Committee shall make recommendations for courses of instruction eligible for continuing education hours during the next calendar year at the Fall Annual Conference Board Meeting. Upon approval of the Board of Directors, the recommendation will be presented to the membership during the Fall Business Meeting. The signatures of the President and the Chair of the Committee must appear on the certificates. Certificates shall be distributed to members who are qualified to receive certification no later than January 31 of the year following the end of each certification period.

Section 10. County Treasurers' Resource Guide Committee. A Committee of at least seven members with the Chair appointed by the President shall annually review the Resource Guide and make such changes as needed to update, upgrade, and enhance the Guide in order to provide proper educational materials for County Treasurers. The Committee shall also make a recommendation to the Education Committee.

Section 11. Directory Committee. The Secretary shall serve as Chair of the Directory Committee. The Chair, the four Sector Directors, and one member at large appointed by the President, shall be responsible for making changes and updating the Directory. All Texas Treasurers shall provide a photo for the Association's Website Directory.

Section 12. Life Membership Committee. The President shall appoint a Past President and three members to the Life Membership Committee. Each of the members shall have served at least one full term as a Treasurer. The Committee shall review and recommend to the membership the Life Membership candidates who meet Life Membership criteria as set forth in the Bylaws Article X.

Section 13. Annual Conference Advisory Committee. The President shall appoint a Chair who has served as a past Annual Conference host, two members who have hosted an Annual conference and/or served as President, and two additional members. The current Conference host shall serve as the sixth member of the Committee. The "Hosting a Conference" guidebook shall be reviewed annually to assure it provides the proper guidelines for the Conference host. The guidebook shall be presented to the Board of Directors for approval at each Spring Board meeting. Duties of the Committee shall include establishing, maintaining, and updating basic Annual Conference policies and guidelines, as well as soliciting conference sponsorships. The Policies and guidelines in written form shall be presented to the Board annually for approval. The Committee shall



also advise and provide assistance to the current Conference host to assure adherence to the policies of the Association.

Section 14. New Treasurers' Orientation Committee. The President shall appoint the Chair of the Committee. The Chair may make as many committee appointments as necessary to ensure a successful orientation. The New Treasurers' Orientation will be held in November or December every four years following the General Election for County Treasurers. Additional Orientations may be scheduled by the Committee as needed. The Orientation shall provide newly elected Treasurers with general information and guidelines that will help them perform the duties of the office.

Section 15. Executive Committee. The President shall be the Chair of the Executive Committee, which consists of the executive officers of the Association. This committee will serve to support and advise the President and perform such other duties as may be required in support of and on behalf of the Association. The Board of Directors, by popular vote, may delegate decisions to the Executive Committee. Decisions must be made in accordance with the Association's Constitution and Bylaws.

Section 16. Past President's Committee. The Past Presidents Committee will be chaired by the Immediate Past President and composed of all active Treasurers who have served as President of the Association. This committee will provide the wisdom of their experience by providing technical support and advice to the President of the Association and the Executive Committee. Recommendations will be made to the Constitution and Bylaws Committee to change or establish new policies and procedures as needed. Members of the Past President's Committee will provide capable and willing representation on behalf of the Association by attending activities and/or being a member of other statewide or nationwide county official organizations, as requested by the President. Past Presidents will advise the board on long range planning and education topics for the Association. Past Presidents will serve as interim officers if a vacancy arises before the next annual election.

Section 17. Fundraising Committee. The President-Elect shall be the Chair of the Fundraising Committee. Members of the Fundraising Committee will be appointed by the President as necessary to carry out the fund-raising programs that are approved by the Board of Directors.

#### Article VII-Amendments

These Bylaws may be amended, altered, or repealed by a two-thirds vote of the eligible Association members present and voting at any Annual Conference, provided notice of such amendment, alteration, or repeal with the text thereof has been filed with the Secretary and the Bylaws- Constitution Committee not less than thirty days before the date of the Annual Conference where the changes are to be considered. Voting electronically is permitted only if approved by the Board of Directors in emergency matters at any time prior to or after the Annual Conference to preclude the Association's official business by County Treasurers who have paid their dues in full prior to any necessary emergency vote. A clear statement of facts shall be given for the emergency electronic voting.

#### Article VIII-Conferences

There shall be an Annual Conference of the Association at a time and place voted upon by the eligible members present at a previous Annual Conference or thereafter by the Board of Directors if a situation warrants. The host County Treasurer for the Annual Conference shall be the Conference Chair and shall be responsible for the planning and general funding of the Conference. The President and Board of Directors shall have final approval on the program content and registration fees. Bids for Annual Conference locations

may be accepted for up to four years in advance of the Annual Conference in which the bids are submitted. The Conference budget and planned agenda must be approved at the Spring Education Seminar prior to the Annual Conference.

### Article IX-Continuing Education

Section 1. Provisions. In accordance with Section 83.003 of the Local Government Code and Section 2256.008 Title 10, of the Government Code, the Association shall provide an ongoing program for the continuing education of the County Treasurers of the State of Texas.

Section 2. Direction and Implementation. The Association's Board of Directors and the Association's Education Committee shall direct the program of continuing education. The qualifying period to complete the 20-hour annual course of study shall be January 1 through December 31.

Section 3. Content. The Association shall provide a continuing education course each Spring and Fall in the performance of County Treasurers' duties. The course shall include a cumulative total of twenty hours of instruction of continuing education and must be taken in partnership with an accredited institution of higher education.

#### Section 4. Certification.

A. Within one year after the date on which a person is first elected as County Treasurer, or at the earliest available date after appointment or election, as applicable, if appointed by the Commissioners' Court or elected to an unexpired term of County Treasurer. The County Treasurer must successfully complete an introductory course in instruction in the performance of the duties of County Treasurer. (Local Gov. Code 83.003(a).

B. After completion of the first year in office, a County Treasurer must successfully complete in each 12-month period at least 20 hours of continuing education in the performance of the duties of County Treasurer. (Local Gov. Code 83.003(b)

C. The introductory course required by Subsection (a) and at least ten hours of the continuing education required by Subsection (b) must be taken at an institution in partnership with an accredited public institution of higher education. The remaining required classroom hours, wherever taken, must be certified by an institution in partnership with an accredited institution of higher education and pre-approved by the Certification and Validation Committee. Webinars and on-line courses must be pre-approved by the Certification and Validation Committee. If a County Treasurer receives a portion of the mandatory twenty hours of continuing education from the course(s) pre-approved by the Certification and Validation Committee, it will be the responsibility of the County Treasurer to provide a signed and certified certificate of completion from the course instructor and attach a copy of the program agenda, faculty information and any required record that proves the hours of attendance. If a grade is given, proof of a grade of C or better is required. Course documentation will be submitted as required by the Certification and Validation Committee.

D. To satisfy the requirement of Subsection (b), a County Treasurer may carry forward from one 12-month period to the next 12-month period not more than 10 continuing education hours that the County Treasurer completes in excess of the required 20 hours.

E. A County Treasurer shall be issued a Continuing Education Certification Certificate that may be filed in the official records of the local county to signify compliance by the County Treasurer

with Section 83.003 of the Local Government Code.

F. For purposes of removal under Local Government Code, Chapter 87, Subchapter b, “incompetency” in the case of a County Treasurer includes the failure to complete a course in accordance with this section.

Section 5. Attendance. Attendance at continuing education courses shall mean official registration and verified attendance at all sessions of the course by the elected County Treasurers as attested by official records maintained at the sessions.

Section 6. Results of the Certification. The results of the certification of an individual County Treasurer may be acquired through proper written request to the current President of the Association who will indicate only that the person has or has not been certified within a specified certification period.

Section 7. Additional Certification. A County Treasurer shall obtain a certification from the Association pertaining to the requirements of the Public Funds Investment Act, Section 2256.008, Title 10, of the Government Code, if the County Treasurer obtains their required hours.

Section 8. Work Status. Certificates will be issued to County Treasurers who are lawfully commissioned as of December 31 of the year the certificate is earned.

Section 9. Deputy County Treasurer Certification. Certificates will be issued to Deputy County Treasurers that have met the applicable County Treasurer certification and membership requirements described in these bylaws. A Deputy County Treasurer who meets the 20 hour requirement for continuing education will be certified as a Deputy County Treasurer.

## Article X - Life Memberships

Section 1. Conferment of Life Memberships. The Board of Directors by two-thirds votes at any Board of Directors meeting prior to presentment at the Annual Conference may confer Life Memberships upon candidates recommended by the Life Membership Committee.

### Section 2. Candidate Eligibility

A. Criteria for a Texas County Treasurer. The candidate shall be retired from the office of Texas County Treasurer or currently serving the last year of the candidate’s final term of office as a Texas County Treasurer. The candidate shall have made a significant and outstanding contribution to the furtherance of the Association’s purpose and goals.

B. Criteria for Candidates Other Than Texas County Treasurers. The candidate shall have made a significant and outstanding contribution to the furtherance of the Association’s purpose and goals.

Section 3. Rights and Privileges. Unless otherwise restricted, holders of Life Membership may attend all Association conferences and meetings sponsored solely or jointly by the Association. Holders of Life memberships who are retired from office as Texas County Treasurers may speak and otherwise be heard at Association meetings within the limitations placed on all active members but shall not be accorded voting rights in Association decision-making. They shall not be required to pay Association dues.

### Article XI - CTAT Scholarship

A special Board of Trustees with the Chair named in accordance with the Association's Endowment Trust Agreement shall annually direct the promotion, fundraising, and awarding of gratuities for the Association's Scholarship Fund. The Scholarship Board of Trustees shall make recommendation to the Board of Directors and submit the name(s) of designated scholarship recipients to the CTAT membership at the Spring Education Seminar.

### Article XII - Fiscal Year

The fiscal year shall be from October 1 thru September 30.

### Article XIII – Creed and Motto

The CTAT motto and creed may be amended, altered, or repealed by a two-thirds vote of the eligible Association members present and voting at any Annual Conference, provided notice of such amendment, alteration, or repeal with the text thereof has been filed with the Secretary and the Bylaws- Constitution Committee not less than thirty days before the date of the Annual Conference where the changes are to be considered. The creed for CTAT reads as follows:

Charity, we believe, is life's greatest virtue;  
The Public Good its noblest motive;  
And Liberty under Law its richest legacy.

Our Creed is actually molded by what we love;

Thus, we believe that love toward God and our Fellow Man fulfills the highest Purpose of Life.

### Article XIV – Dissolution or Liquidation

If the County Treasurers' Association of Texas is dissolved and after all liabilities and obligations of the Association have been paid, satisfied and discharged, or adequate provisions made therefore, all remaining property and assets of the Association shall be distributed to one or more organizations designated (i) pursuant to a plan of distribution adopted as provided for under the laws of the State of Texas or (ii) if there be no appropriate plan of distribution, as a court may direct, provided however, that such property shall be distributed only to such organizations which shall comply with all of the following conditions (a) Such organization shall be organized and operate exclusively for benevolent, charitable, scientific, research or educational purposes, (b) transfers of property to such organizations shall, to the extent then permitted under the statues of the United States, be exempt for Federal gift, succession, inheritance, estate or death taxes (by whatever name called); and (c), such organization shall be exempt from federal income taxes by reason of Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law).