HOUSTON AREA ASSOCIATION FOR BILINGUAL EDUCATION
CONSTITUTION

ARTICLE V
EXECUTIVE BOARD

SECTION 1: MEMBERSHIP

Executive Board

A. Shall be composed of the President, the immediate Past- President, all elected officers – President-Elect, Vice President, Corresponding Secretary, Recording Secretary, Historian and Treasurer; and all appointed officers – Parliamentary and committee Chairs.
B. Shall be entitled to one vote, with the exception of the Parliamentary and committee chairs who are non- voting members of the Executive Board. Voting by proxy will not be allowed.
C. One student representative from each local Bilingual Education Student Organization (BESO) in the Houston area, the president of the BESO, may attend as non-voting members.

SECTION 2: QUORUM

A Quorum shall consist of at least five members of executive board, standing committee chairs or co- chairs, one being the President or the President-Elect.

SECTION 3: VOTING

Only elected persons and immediate Past President on the board shall be eligible to vote. All members may take part in discussions and may make motions.

SECTION 4: MEETINGS

Executive Board:
  A. Shall meet at least four (4) times per year.
  B. Special sessions may be called by the President (if deemed necessary).
  C. Shall be open to all HAABE members.

SECTION 5: DUTIES

Executive Board Functions:
  A. Shall transact the necessary business of HAABE.

B. Shall set the amount of annual dues.
C. Shall not take any action that is in conflict with actions taken by the membership or HAABE.
D. Shall ensure that no more funds are spent then received, as per membership and event revenues in the current year.
E. Shall review the financial conditions of HAABE at each meeting.
F. Shall examine and adopt the annual audit report at the first fall meeting.
G. Shall set and adhere to established dates, rules and procedures for board elections.
H. Shall establish policies pertaining to publications.
I. Shall adopt policies necessary to implement this Constitution and By-laws.