

# **Larry Dierker Houston CHAPTER BYLAWS**

**Proposed for Board Vote May 10, 2024 and Chapter Vote on May 23, 2024**

## ***ARTICLE I: CHAPTER ORGANIZATION***

### ***Section 1 – Name***

This organization shall be called The Houston/Larry Dierker Chapter (“Chapter”) of the Society for American Baseball Research (“SABR”).

### ***Section 2 – Goals***

The Chapter shall facilitate the enjoyment of baseball and baseball research by holding events for its members and guests, and it will promote the initiatives of SABR at a local level.

### ***Section 3 – Membership***

Membership in the Chapter shall be open to any SABR member and shall be independent of where a SABR member lives.

### ***Section 4 – Bylaws***

These bylaws are intended to supplement and be deemed subordinate to the constitution and bylaws of SABR. The bylaws of SABR shall prevail if conflicts arise from any provisions in these Chapter bylaws. The Chapter will follow all provisions of SABR, including those in SABR’s Chapter Governance and Standards Handbook, and in SABR’s Events Code of Conduct (see <https://sabr.org/events/code-of-conduct>).

### ***Section 5 – Chapter Leadership***

The Chapter’s elected officers shall consist of a President, Vice President (“VP”), Secretary, Treasurer, two Chapter newsletter editors, VP of Membership, VP of Communication, VP for Special Projects and Events, who, along with the immediate past President (“President Emeritus”), shall collectively comprise the Chapter Board of Directors (the “Board”). Starting at the Chapter meeting in May 2024, and continuing in even-numbered years thereafter, the Chapter membership shall elect, by a majority of those voting, the President, Secretary, one newsletter editor, VP of Communications, and the VP of Special Projects and Events.

Starting at the Chapter meeting in May 2025, and continuing in odd-numbered years thereafter, the Chapter membership shall elect, by a majority of those voting, the VP, Treasurer, one newsletter editor, and the VP of Membership.

### ***Section 6 – Board Meetings***

The Board of Directors shall hold at least two regular Board meetings, open to the membership, during the year, either in person or remotely. A quorum at any Board meeting consists of five (5) Board officers. Special meetings of the Board may be called by the President or by a majority of Board officers.

### ***Section 7 – Chapter Meetings***

The Chapter shall hold at least ten (10) in-person or remote meetings yearly.

## ***ARTICLE II: BOARD OF DIRECTORS***

### ***Section 1 – Board Duties***

The Board will meet regularly to manage Chapter activities, including setting Chapter policy, coordinating events, holding elections, and promoting SABR standards and guidelines. The Board shall establish the dates and locations of the Chapter's meetings and other events and activities. The Board shall conduct the business of the Chapter between Chapter meetings.

### ***Section 2 – Election of Board Officers***

The Chapter membership shall elect, by a majority of those voting, five (5) Board officers in even-numbered years and four (4) Board officers in odd-numbered years, each of whose terms will be for two years. The election of Board officers will take place annually during the week before the May Chapter meeting. The Board will announce nominations for the Board positions up for election at least ten (10) days before the May meeting. The Board shall solicit candidates, post candidate qualifications on the Chapter website, and schedule a one-week window to conduct the in-person and online voting by the Chapter membership. The Board shall ensure that all votes are counted and winners announced by the end of the May Chapter meeting, or as soon thereafter as reasonable. Election winners start their terms of office on June 1.

### ***Section 3 – Board Officer Qualifications***

Membership in SABR is required to serve on the Board, and candidates for Board positions must have designated the Larry Dierker Chapter as their primary SABR chapter. A Board officer may not be a board member of any other SABR chapter.

### ***Section 4 – Vacancy in Positions***

If an officer position (except for the President Emeritus) becomes vacant, a Board majority may appoint a Chapter member to serve out the remainder of the vacant position's term.

## ***ARTICLE III: DUTIES OF BOARD OFFICERS***

### ***Section 1 – President***

The President chairs the Board of Director meetings and consults with Board officers and Chapter members about meetings, agenda items, and reports from officers and committee chairs ahead of meetings. The President submits an annual report to SABR Headquarters by the designated date. The President oversees all Chapter functions and works with the VP of Communications on sending out meeting reminders and recaps, as well as overseeing the Chapter website and social media platforms to ensure the content is current and accurate.

### ***Section 2 – Vice President***

The Vice President assumes the duties of the President in the absence of the President. The Vice President works with the President on selecting speakers for all meetings and arranging Chapter activities. The Vice President facilitates the appointment of chairs to any standing committees.

### ***Section 3 – Secretary***

The Secretary takes the minutes of the Chapter and Board meetings and provides copies to the Board officers and to any Chapter member upon request. The Secretary, along with the VP of Communication, maintains an archive of Chapter activities, in coordination with the website administrator. The Chapter Secretary also assists the VP of Communications and President Emeritus on annual board elections.

#### ***Section 4 – Treasurer***

The Treasurer maintains the Chapter's bank account, with another Board member as the second signatory. The Treasurer collects and deposits all funds into the account, reconciles the bank statements, pays expenses and Board-approved reimbursements, and arranges for any necessary insurance for Chapter events. The Treasurer gives a full financial report at Board meetings and also submits an annual report to SABR Headquarters by the designated date.

#### ***Section 5 – VP of Membership***

The duties of the VP of Membership include the following activities:

- Oversee the Membership Committee
- Maintain list of active Chapter members
- Maintain nametags for all active Chapter members
- Work with Chapter President to welcome new and potential members and invite them to future meetings
- Follow up with those who have not renewed their memberships

#### ***Section 6 – VP of Communications***

The duties of the VP of Communications include the following activities:

- Oversee the Communications Committee
- Work with Chapter President and Secretary on sending out meeting reminders, recaps, newsletters, and future events to Chapter members
- Supervise and maintain Chapter website
- Supervise and maintain Chapter social media channels
- Work with special projects and local media to promote Chapter events
- Work with the President Emeritus to oversee annual Board elections and assist the Chapter Secretary and President Emeritus on tabulating election results

#### ***Section 7 – VP of Special Projects and Events***

The duties of the VP of Special Projects and Events include the following activities:

- Oversee the Special Projects and Events Committee
- Determine and secure meeting sites for special events
- Organize special projects and events (e.g.: Ballpark visits, FanFest)

- Represent Chapter in activities with Astros, Space Cowboys, and other organizations
- Promote and coordinate events for the Chapter's vintage baseball team, the Houston Babies
- Help with formation and coordination of Chapter research projects

### ***Section 8 – Chapter Newsletter Editors***

The duties of the two Chapter newsletter editors include the following activities:

- Oversee the content of the Chapter newsletter
- Design the layout of the Chapter newsletter
- Edit and solicit stories, pictures, and graphics for the Chapter newsletter
- Work with the VP of Communications to ensure newsletter is disseminated to Chapter membership

### ***Section 9 – President Emeritus***

The duties of the Chapter President Emeritus include the following activities:

- Work with Board officers on Chapter policy
- Work with Board officers on Chapter elections
- Serve as President of the Board if both the Chapter President and Vice President are unavailable
- Work with the VP of Communications to oversee the annual Board elections and assist the Chapter Secretary and VP of Communications on tabulating results of the elections.

## ***ARTICLE IV: COMMITTEES AND SPECIAL FUNCTIONS***

### ***Section 1 – Chapter Website and Social Media***

The VP of Communications will oversee the management of a Chapter website and social media platforms. The Chapter President will assist the VP of Communications to ensure this content is current and accurate.

### ***Section 2 – Chapter Newsletter Publications***

The Chapter shall maintain a quarterly newsletter. One newsletter editor will serve as editor-in-chief and the other as newsletter designer. The editor-in-chief will be responsible for collecting, editing, and approving articles and other items for the

Chapter newsletter. The newsletter designer will be primarily responsible for the design of the Chapter newsletter. The newsletter designer may also assist the editor-in-chief with collecting, editing, and approving articles and other items for the Chapter newsletter.

### ***Section 3 – Chapter Committees***

The Board may appoint committee chairs to work on specific Chapter projects and activities.

## ***ARTICLE V: AMENDMENTS AND POLICIES***

### ***Section 1 – Procedure for Amending By-Laws***

These bylaws may be amended by the affirmative vote of a majority of the Board officers, followed by ratification by a majority of Chapter members voting online. At least ten days notice will be given before the date of the vote.

### ***Section 2 – Policies and Rules***

The Board may develop policies, consistent with the SABR constitution and bylaws, that relate to Chapter business by majority vote. Chapter members may propose policies, which must be passed by a Board majority to become effective. Any Board policy may be changed by a majority vote of Chapter members, after obtaining Board approval by majority vote.

## ***ARTICLE VI: APPROPRIATIONS***

### ***Section 1 – Approval Process***

Appropriations of Chapter funds exceeding \$100.00 must be subject to approval by the Board of Directors.

## ***ARTICLE VII: RATIFICATION OF BYLAWS***

### ***Section 1 – Approval Process***

Following approval by the Board of Directors, these bylaws will be submitted to the Chapter membership for ratification and become effective following a majority vote of those actually voting.

The undersigned certifies that the foregoing Chapter bylaws were approved by the informal Board of Directors on May 10, 2024.

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Chapter Secretary

The undersigned certifies that the foregoing Chapter bylaws were approved by the majority of those voting members during the election period that ended on May 23, 2024.

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Chapter Secretary