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Pan American Roundtable of Mission
P.O. Box 2763
Mission, Texas 78573

March 18, 1997

Mrs. Charlotte Hanley, State Director,
Pan American Roundtable of Texas
& Alliance Pan American Roundtables, Treasurer
429 Plantation Drive
Pharr, Texas 78577

Dear Mrs. Hanley,

At our Reconvene Regular Business Meeting of the Recessed Business Program Meeting of March 16, 1997, by approval of Membership present, I am sending you the copies of excerpts and letters, to the Pan American Roundtables of Texas 1995-97 Officers, State Parliamentarian, Dee Fruchter, Ph.D & Treasurer, Mary Ann Palka.


All of our Minutes since January 10, 1996, copies of correspondences, responses & all pertinent information from the Pan American Roundtable of Mission will remain with the Law Office of Joseph Preston, Esq., 5401 N. 10th St. McAllen, Texas 78501 for seven (7) years.

The membership requested a letter of "DISREGARD" as stated in the letter presented to you on March 12, 1997, from Dee Fruchter, for her correspondences of March 19, 1996, May 16, 1996, letter to Director, Alma Navarro & February 19, 1997 to Director, Marian Cox. Should Dee Fruchter not send us this letter of "DISREGARD" before the 1997 State Convention, we will accept one from you, our State Director, so that the Pan American Roundtable of Mission will continue to do the diligent work that our Table has been recognized for many times in its brief history as Pan American Sisters.

Once again thank you as our outgoing State Director for the your letters of "GOOD STANDING", March 29, 1996, September 10, 1996 and February 19, 1997.

Please be reassured of this letter as an "open invitation" to any of our Meetings held at the Cimarron Country Club.
"ONE FOR ALL ALL FOR ONE" "UNA PARA TODOS Y TODOS PARA UNA"

Sincerely in the Pan American Spirit,


Loretta Michelena, Director, 1997-98
& 1996-97 Membership

cc: Joseph Preston, Esq.

*copy to
A.R.T.T.
Dee Fruchter, P.H.N.
Parliamentarian*

Pan American Roundtable of Mission March 16, 1997
Director, Loretta Michelena (1997-1998) Business Meeting
E X C E R P T S

Phone request of Past Director, Marian Cox, unable to attend today, the following excerpts of January 10, 1996 Regular Business Meeting for Members only, by roll call voice vote recorded: Reading (January 10, 1996 excerpt) Page 4. to be recorded in the MINUTES of this Meeting of March 16, 1997. This Reading Report as recorded is a Motion by Vice Parliamentarian, Arlene Chicola. Members present examined the Minutes.

"Motion by Hazel Maurer, appointed November 18, 1995 by the Advisory Committee who asked and then were notified by her of accepting being the Chairperson: due to gross violations of the Constitution and By-laws, I cannot approve this report from January 1, 1995 to December 31, 1995 until corrections are made and approved. Second by Voleta Copeland. Carried 4/5th of membership, see roll call vote.

and

May 21, 1996, Executive Committee Meeting be reread by Vice Parliamentarian & Auditing Committee Chairperson, Arlene Chicola as sent to State Director, Charlotte Hanley with the 1995-1996 Financial Report, certified, receipt requested, signed by Charlotte Hanley on 6-8-1996, signed by Charlotte Hanley & recorded as follows:

"The following letter, read and approved by the members of the Auditing Committee, will be attached to the Financial Statement, June 1, 1995 to May 31, 1996 and be recorded and presented in the Treasurer's Report as such in our next reconvene meeting Minutes:

"We, the CO-chairpersons of the AUDITING COMMITTEE, appointed by the Director, Alma Navarro, on April 10, 1996, have examined and have found to be true, to the best of our knowledge, the records and statements from January 10, 1996 to May 31, 1996.

Any records, documentation, inconsistencies or statements of fact, compiled and recorded before January 10, 1996 are the responsibility of the previous Director and Officers." Signed by Marian Cox & Loretta Michelena, for Auditing Committee Chairperson, Elena Hernandez & Members, Hazel Maurer, Eunice Chrisman & Arlene Chicola."

Corresponding Secretary, Lois Geneser will send this excerpt of the "excerpts" to P.A.R.T.T. Treasurer, Mary Ann Palka & Parliamentarian, Dee Fruchter FOR THEIR 1995-97 RECORDS. Second by Mary Warren, who was present at the November 1, -95 Regular Business Meeting of the Pan American Roundtable of Mission, Chaired by Modene Johnson, with Vickie Lee (as an approved Candidates for membership.) No discussion, has been discussed since November 1, 1995, corrected by membership present, January 10, 1996.) Carried unanimously.

Lois Geneser March 18, 1997
Lois Geneser, 1997-98
Corresponding Secretary

8 pg total

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Act 3-95 to 3-96

Act 3-96 to 3-97

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TO: PARTT Officers, Committee Chairmen, and Table Directors

FROM: Dee Fruchter, Parliamentarian

Enclosed is a copy of the PARTT Constitution and By-Laws document, as revised at the 1995 Convention in McAllen. This is the first comprehensive revision since 1987, and this version should replace that older one in your records.

The Table Directors should note that revisions of their Table Constitution and By-laws document should be sent to me for review. However, revisions that only refer to the number of active members allowed (150), made to bring your Constitution into agreement with the State, do not require reviewing. I would be glad to receive any documents you sent me, just to keep an archive, but let me know if you need a review.

One for all and all for one.

Dee Fruchter
2704 Valley Springs Rd.
Austin, TX 78746
512-327-0764

"One for All - All for One"

FIRST ASSOCIATE DIRECTOR

Mrs. Wm. A. Clark (Peggy)
3333 Floyd St.
Corpus Christi, TX 78411
512-853-7535

SECOND ASSOCIATE DIRECTOR

Mrs. Charles Mecaskey (Imogene)
328 Elisha Court
Bedford, TX 76021
817-268-8007, Pager 214-913-0190

THIRD ASSOCIATE DIRECTOR

Mrs. Mitty B. Guerra
1814 Airole Way
Austin, TX 78704
512-442-6052, FAX 512-442-6052

FOURTH ASSOCIATE DIRECTOR

Mrs. Modene Johnson
1715 W. Gastel Circle
Mission, TX 78572
210-585-5434

RECORDING SECRETARY

Mrs. Willard Johnson (Vera)
#9 Legend
Ft. Worth, TX 76132
817-731-7513

CORRESPONDING SECRETARY

Mrs. John Economedes (Linda)
2425 Crestview
Edinburg, TX 78539
210-383-2187

TREASURER

Mrs. Bruce Palka (Mary Ann)
6708 Rustling Oaks Trail
Austin, TX 78759
512-258-1244

HISTORIAN

Mrs. Ramon Giles (Jan)
7291 Hardisty
Ft. Worth, TX 76118
817-284-9491; Work 284-9215

PARLIAMENTARIAN

Mrs. Ben Fruchter (Dee)
2704 Valley Springs Road
Austin, TX 78746
512-327-0764

SCHOLARSHIP CHAIRMAN

Mrs. Richard T. Weber (Ruth)
10822 Everwood Lane
Houston, TX 77024
713-465-2658; FAX 465-0684

IMMEDIATE PAST DIRECTOR

Mrs. Charles I. Castro, Jr. (Audreyjane)
405 East Rosewood
San Antonio, TX 78212
210-822-3908; FAX 822-5516



Organized 1922

STATE DIRECTOR

Mrs. Carl D. Hanley (Charlotte)
429 Plantation Drive
Pharr, TX 78577
210-783-8422; FAX 783-6438

May 16, 1996

To: Charlotte Hanley, Director; in re May 1 revision of Edinburg document
From: Dee Fruchter, Parliamentarian

Dear Charlotte,

A review of the Revised Constitution and By-laws of the Edinburg Table, as forwarded to me, finds this document in good order and in agreement with the PARTT Constitution and By-laws. I am keeping it on file -- if you need it back, please let me know. Their committee did an exemplary job, and I would like to congratulate them! (Someday they might like to increase their maximum membership to 150, but they know best whether it would be a good idea.)

Today I am sending Alma Navarro a copy of the PARTT Governing document, together with a few suggestions to get out of this mess. The first one is for her to write to me rescinding and revoking the revisions that were passed by her membership on 1/10/96, specifically those that were found to be unacceptable. (She would need to sign this letter, and the Committee that offered them would need to countersign.) After this, they could get started on new ones.

Thanks for all your help!!

Affectionately,

March 19, 1996

Dear Charlotte,

First, let me congratulate you on a meeting well-handled and successful! Then let me thank you for hosting and arranging the delightful and delicious Director's luncheon, which came at just the right time. We all enjoyed it.

Enclosed is a draft review of the Constitution and By-Laws revisions proposed by the Mission Table. Feel free to edit!! It still makes me a little ill, but I've tried to control myself and address only issues that I felt were either explicit or strongly implicit in the document.

My notes suggest that only three items need to be worked on by the Revisions Committee before the Corpus Christi Convention. These are

- (1) removing gender-specific language from our Constitution and By-Laws, without making any substantive changes;
- (2) changing Article VIII, Section 4, on scholarships, as tentatively presented in the attachment to my report;
- (3) removing item "6" of the Standing Rules.

Let me know if there are others, and please give us guidance about those scholarship changes.

Do I need to respond to Corsicana? I wasn't planning to, because I thought your letter would be enough, but give me your advice! Ben and I will be back in Austin after Easter.

Good luck with you-know-who!

Affectionately,

A handwritten signature in cursive script, appearing to be the name 'Dee'.

August 28, 1995

Dear Dee:

Thanks so much for the first-class job on the revised Constitution. It really looks super! Having said that, I do detect one problem! On Page 8, regarding scholarships, for the past five years the Scholarship Chairs have been using the Guidelines of which I have enclosed a copy. You see that one was adopted by the Board in March, 1992 for implementation in 1993, while the other is marked "rev. 1993." I am assuming that this means that the Convention did ratify the changes in 1993, but I don't have the minutes from that convention in my Director's file. Since you are there in Austin, I wonder if you could get together with Clarice, and search to find the 1993 minutes to see if they were adopted, and then revise that one page accordingly. Ruth and I have conferred on this. She has one other recommendation to make, but will save that for the 1996 Board meeting.

Even if it wasn't adopted by the Convention, we are still OK, since all the winners during that time meet the guidelines laid down in the Constitution as you sent it, but we might get one that doesn't, or have a question raised if we don't get the Constitution and the rules we are going by in agreement.

The two statements in question are: 1--Under Scholarship I, b. should be revised to say that "She must hold a bachelor's or equivalent degree, and be doing work on a master's or equivalent degree at a state-supported college or university in Texas".

2-- Under Scholarship II, b. should be revised to read that "She may be a graduate student OR a teacher in a high school OR a college professor engaged in specialized study of the Spanish language or Pan American cultures.

AND...What do we do about Scholarship III which was approved at the 1995 Convention? It was a resolution, not a revision, but it seems to me that it should be included somewhere permanent. HELP!!!

If this is confusing, please feel free to call me for clarification.

PAN AMERICAN ROUND TABLES OF TEXAS
Charlotte J. Hanley, State Director, 420 Plantation Drive, Pharr, TX 78577
210-783-8422;FAX783-6438

May 3, 1995

Mrs. Bcn Fruchter
2704 Valley Springs
Austin, TX 78748

Dear Dee:

Thank you so much for your willingness to chair the Revisions Committee for the next Biennium. With all the revisions we did this year, there may not be many for the next convention, but with a Long Range Planning Committee at work, who knows what will transpire?

I've been waiting for the right people to come in from vacation, but finally have your committee selected. They are:

Mrs. Catheryn Stout
901 West Sam Houston # 88
Pharr, TX 78577
210-787-0842

Mrs. Eladio Carrera (Ines)
1115 N Washington
Rio Grande City, TX 78582
210-487-3001

I will be gone until May 15, but after that feel free to write, call or FAX me if you have any questions, suggestions, or comments.

"ONE FOR ALL AND ALL FOR ONE"

December 22, 1995

Dear Dee:

I apologize for the delay in communications since my trip to San Antonio last month. That trip, and the additional files that Ajay passed on to me only partially solved our mystery! I still don't have a copy of the minutes of the 93 convention, but I do have a copy of the minutes of the Board meeting in 93 preceding the convention, and they show that the only changes in scholarships adopted that year were the amounts, and that doesn't appear in the constitution. I checked with Gladys Simpson, who verified that the only changes in scholarship at that convention were the amounts. We know that minutes of the convention do exist, for they were read in McAllen, and the 95 minutes reflect that they were read, but I still need to track them down!

But, your question regarding the change in Scholarship II goes back to the 91 or possibly 89 convention. Can you find those minutes in the archives? Or, maybe you would want to contact Gloria Zuniga or Frances Metcalf to see if they remember that happening. With Lillian's meticulous attention to detail, I'm sure that it was properly adopted.

When you come to the spring board meeting, please bring a recommendation about what to do about Scholarship III, which was adopted in McAllen, but came as a resolution, not a revision--as to its inclusion in the Constitution for future reference. (I will need your guidance also on what things do come as resolution, and what things are revisions.)

I am enclosing a copy of the revision I recently received from Corsicana. I am glad you are in conversation with her about it. I understand their dilemma in being very short of funds with only 15 members. It's too bad that they don't consider the work of the State budget as worthy of their \$21!! I hope they are progressing in recruitment of new members, but I'm not overly hopeful! I do not find in the state constitution anywhere a statement that we must have a minimum of 22 members. (If it is there and I just missed it, please advise me where!) All I found, however, is that whenever about 10 women are interested in forming a group we can proceed, and, of course, the dues setting a minimum of \$66 imply that we

can't have fewer than 22 members. The Alliance does specify it, so do we need to change our constitution to be in compliance?

We can indeed discuss Corsicana's revision at the spring board meeting, but we can't take any action until the next convention.

I talked with Delia de Plata about our need to discuss the issue of men members, and asked her how this could be brought into compliance with the Alliance Constitution, which specifically states that this is a women's group; and she said that that is a matter of individual autonomy, and if Texas decides to include men, that is OK. Do you agree with that?

Enjoy your holidays, and get back to me on these and/or other issues when it is convenient. I will be going to Laredo on January 12 to finalize arrangements for the March Board meeting, and will have Linda get the details out as soon as possible after that.

TO: PARTT Officers, Committee Chairmen, and Table Directors

FROM: Dee Fruchter, Parliamentarian

Enclosed is a copy of the PARTT Constitution and By-Laws document, as revised at the 1995 Convention in McAllen. This is the first comprehensive revision since 1987, and this version should replace that older one in your records.

The Table Directors should note that revisions of their Table Constitution and By-laws document should be sent to me for review. However, revisions that only refer to the number of active members allowed (150), made to bring your Constitution into agreement with the State, do not require reviewing. I would be glad to receive any documents you sent me, just to keep an archive, but let me know if you need a review.

One for all and all for one.

Dee Fruchter
2704 Valley Springs Rd.
Austin, TX 78746
512-327-0764

PARTT Parliamentarian, Dee Fruchter

Report of Activities, 3/95-3/96

During the Summer of 1995 letters were written to Catherine Stout and Ines Carrera, who had agreed to serve on the Revisions Committee, thanking them and outlining their duties. Copies of the Constitution, as revised at the McAllen Convention in March, 1995, were sent to PARTT Officers, Committee Chairmen, and to all Table Directors. The Table Directors were reminded that any substantial change in Table Constitutions and ByLaws would need a review.

Mission and Fort Worth II sent Constitutions, but no review was needed, since the changes were fairly routine. A communication received from the Corsicana Table was a copy of a letter sent to the State Director, requesting consideration of a change in the minimum dues amount owed by each Table to PARTT. Our Constitution sets a maximum active membership of 150 (Article V, Section 5), and the ByLaws suggest a minimum number of 10 (Article II, Section 1). Article III, Section 1, of the By-Laws sets a minimum Table obligation of \$66, at \$3 per member. The request by Corsicana must be discussed by this Board, since any such change would require a revision to the By-Laws.

After the mail-out of the Constitution the State Director forwarded a copy of the guidelines being followed at the present, and for the last several years, for awarding the FTG Scholarships I and II. These guidelines were different from those in the revised By-Laws, and a considerable effort was made to find out whether these changes were voted on as formal revisions at a Convention. (At this point thanks are due to Director Charlotte Hanley and to all those who helped with information.) It was finally discovered that, though the changes were recommended by the Board, the By-Laws were not officially revised. They will be offered as revisions at the 1997 Convention, but, as they represent the intention of the Board and are being followed by the Scholarship Committee, it is suggested that they continue to be regarded as part of the guidelines on a provisional basis.

The Director requested the following opinions:

1. a recommendation concerning the issue of permitting male members of the Pan American Round Tables. (It should be pointed out that some Tables support this, and that others do not; some Tables have men as Honorary Members.)

It is strongly felt that this should be an autonomous decision made by individual Tables, which are empowered to set their own membership criteria, always considering the aims and purposes of the organization. In order to avoid any legal problems involving United States policies, it would probably be wise to remove gender-specific language from the Constitution, at least. (This would involve one or two minor changes.) Most of the gender-specific language occurs in the By-Laws, Article I, but changes could easily be made. This matter should be discussed by the Board.

2. a suggestion regarding a revision adding Scholarship III, as recommended at the 1995 Convention, to the By-Laws. A tentative

revision will be provided in connection with the previously mentioned proposed changes in By-Laws Article VIII, Section 4. The suggested revisions are attached to this report, but they will be discussed with Committee members before they are formally submitted.

3. some recommendations about the dilemma concerning the dues burden of some small Tables. There seem to be two possibilities here. The \$66 figure was evidently set in view of the feeling that each Table should have at least one member representing each of the members of the Pan American Union. Some Tables still follow this pattern, but others do not. If the Board wishes to drop the minimum, Article III, section 1, could be revised by removing the phrase after the comma in paragraph 1. If the Board wishes to continue to require a minimum, the Section could be left as is, or another amount could be substituted. A recommendation from the Board is needed.

4. an explanation of the difference between a Resolution and a Revision -- why one rather than the other. A Resolution is usually offered to suggest a new direction in terms of policy, so that it can be thought about and tried before it is "engraved in stone." Since the Constitution is harder to change, Revisions often take more time than Resolutions, to frame and bring before the assembled members.

Respectfully submitted,

Dee Fruchter; Parliamentarian

One for all, and all for one

PARTT BOARD OF DIRECTORS, APRIL 199

PARTT Parliamentarian, Dee Fruchter

Report of Activities, 3/96 through 3/97

The important part of my work this past year has involved complying with the Board's request that gender-specific language be removed from the PARTT governing documents without changing the meaning of any of the existing Articles or Sections or Standing Rules. This has been done in what I hope is a satisfactory manner. The proposed alterations are noted in an attachment to this report and have been distributed for Board approval. If the Board approves, I will submit these changes as editorial revisions, since in no case has the meaning been altered, for approval by the Convention. The changes to the Sections on scholarships, which were previously approved by the Board, are also not really in the category of formal amendments, since they describe what has actually been done for several years. However, if the Board prefers, they could follow the longer path of full amendments. This would involve providing the delegates with the changes at this Convention, to be followed by voting at the next one.

The deletion of Standing Rule #6 can be accomplished at this Convention by a majority vote.

A request was received from the Long Range Planning Committee that a Revision to the By-laws be submitted to this Board, and if approved, be offered to the membership as an addition, not as an amendment. This is up to the Board. It would not create a new Section, but it would add a duty for the Table Directors. It should be mentioned that this could certainly be accomplished in a Standing Rule, which could more easily be changed if it did not fulfill its purpose. It could also be done by a request from the State Director, and then proposed as an amendment later.

Roberts' Rules points out that an organization's By-laws should contain a statement describing the quorum necessary to carry out business, preferably as a proportion, not a number. We do not have such a Section in our By-laws. We have been following Robert's, which suggests 50% of the total membership, registered. If the Board wants to amend our By-laws, they should direct the next Parliamentarian to frame an amendment.

If any of the suggested alterations or revisions are accepted, I will prepare an up-to-date set of documents to pass to the incoming Parliamentarian for dissemination to all Tables. I also understand that I am to turn my records, and those from the previous biennium, over to the Archives Committee.

The Austin Table passed a revision to their Constitution, dealing with criteria for acceptance of new members. This revision was reviewed and found acceptable.

A time- and energy-consuming situation involved a set of revisions submitted by the Mission Table and given to me for review by the State Director at the last Board Meeting. At least two of these revisions were found gravely unacceptable, and Director Hanley so notified the Parliamentarian of the Mission Table. New copies of the PARTT Constitution and our Framework Constitution were sent to them. In the cover letter to the Table Director I suggested that the unacceptable revisions be revoked and any unconstitutional actions be negated. There was no

reply, except thanks for the Constitution, and Charlotte Hanley informed me that the Mission Director had resigned for health reasons, that the Table was completely reorganizing, and that they were working on a new governing document. I received a phone call from Loretta Michelena, former Parliamentarian, now the Mission Table Director, explaining that the unconstitutional actions were necessary to save the Table, which was in bad shape, with no one willing to do anything. I tried to point out that nothing could excuse unconstitutional procedures, but I was not successful.

Early in 1997 I became concerned and wrote to the newly named Mission Director, Marian Cox, urgently suggesting that the revisions be revoked, and this time suggesting that, since much time had passed, the Table members review the actions taken by their Table under the unconstitutional revisions and vote on them again. I pointed out that if they did not comply, under Article V, Sections 1 and 4, of the PARTT Constitution, I would be forced to recommend to the Board that the Mission Table be dropped, since they would not be operating under our Framework Constitution. Before the letter was mailed, I was informed that the new Director had also resigned for health reasons, so I added "present acting Director" to my letter. I received notification from the Mission Corresponding Secretary stating that they had received my letter and had sent it to an attorney.

Shortly thereafter Charlotte Hanley forwarded to me for review a new Constitution and By-laws document from the Mission Table. Their Table's approval of this document automatically replaced their previous Constitution and the objectionable revisions of 1996, and I so informed the Mission Table. A few weeks ago Director Hanley also sent me a statement signed by most of the present membership of the Table, indicating that they approved of everything their Table had done. It was not the "act by act" review I had requested, but it did suggest that the present membership had been given the opportunity to raise questions.

The Mission Table has had a somewhat chaotic and upsetting biennium. Their new governing documents are still under review, since it was felt necessary to get expert opinions on a few of the Sections that might be in conflict with the State Framework Constitution. At this time I have no recommendation to make concerning the Mission Table. However, I was personally saddened by their treatment of a recent member of this Board, whom they unconstitutionally removed as Director — of their Table, and who resigned from this Board and from the Pan American movement. I have also been hurt by their accusations of discrimination, their threats of legal action, and their demands that I retract my review opinions, especially since they expressed these accusations, threats, and demands only to Charlotte Hanley, not directly to me. I hold no animosity toward any member of that Table. I know them only by their governing documents, which it was my duty to review. I will pass my files to the new Parliamentarian and hope she has better luck with this situation.

I sincerely thank the members of the Revision Committee, Kitty Stout and Ines Carrera, others who helped me, and especially State Director Charlotte Hanley, for her patience and understanding.

"One for all and all for one"

REPORT OF THE REVISIONS COMMITTEE CHAIRMAN, 1995-1997
Dee Fruchter

During the Biennium, revisions of Table governing documents were received from Mission (two sets) and Austin. Constitutions were received from Edinburg, Fort Worth II, and Mission. The revisions from Mission were automatically revoked by their approval of a new Constitution at a later date. The revision from Austin was approved. The Edinburg and Fort Worth II Constitutions were approved. The Mission Constitution is new and only recently received by the Parliamentarian. It is still under review, and the Mission Table is operating pending approval by the incoming Parliamentarian.

Revision action taken by the Board in the March 1996 meeting included a decision to leave the obligation of each Table to the State Organization at \$3.00 per member, with a minimum of \$66.00, as it is presently set forth. (This was in response to a request from the Corsicana Table for consideration of a change.) The Board also supported a statement that permitting male members of Tables is an autonomous decision to be made by each Table, since they are allowed to set their own membership criteria, always considering the aims and purposes of the organization.

Revision of the guidelines for scholarships were approved by the Board as editorial corrections, since they have been operational for several years. These Revisions are on page 1 of the two distributed to delegates. The corrections shown were requested by the Scholarship Committee at the 1997 Board meeting, since they more accurately describe present procedure. (motion)

Deletion of Standing Rule #7 was also approved by the Board at the 1996 meeting. (motion) At this same meeting the Committee was given the assignment to remove gender-specific language from our governing documents without changing the meaning of any article or section. These changes are listed on the second page of those distributed to the delegates. The changes are given first, with what they replaced shown in parentheses. These changes were approved by the Board at the 1997 meeting. Since there is no change in meaning, they are also presented as editorial revisions. It should be understood that these changes do not constitute a recommendation concerning male members of Tables. (motion)

Two Standing Rule adoptions were requested and approved at the 1997 Board meeting. Standing Rule #10, by the new numbering, is found on the same handout page as the gender-related revisions. (motion)

Standing Rule #11 was requested by the Long-range Planning Committee. It is found just above the boxed material on the handout page 2. (motion)

The Board heard my question concerning a Bylaw describing a quorum for PARTT business meetings. It was referred to the incoming Board. I suggested a review and some research on our Framework Constitution, which serves as a crucial model for Tables and which is mentioned in Article V, Section 1, of our Constitution. The Long-range Planning Committee may be the best group to do this research, through their liaison representatives. This matter was also referred, as above.

Respectfully submitted,

"One for all and all for one"



Dee Fruchter, Chairman

Suggested revisions to By-Laws Article VIII - Scholarships, Section 4.

Section 4. The Pan American Round Table Florence Terry Griswold Scholarship Committee

- A. Personnel (Unchanged)
- B. Duties
The Scholarship Committee shall screen and select candidates for three (3) categories of scholarships, the selection to be approved by the Board of Trustees.
- C. Scholarship I, Requirements for Candidates
 1. This scholarship shall be awarded to a woman candidate who meets the following provisions:
 - a. is a student who is a citizen of a Pan American country other than the United States;
 - b. holds a bachelor's or equivalent degree and is doing work on a ~~master's or equivalent~~ ^{graduate} degree at a state-supported college or university in Texas.
 2. Preference shall be given to one who will return to her native country to put her training to use.
- D. Scholarship II, Requirements for Candidates
 1. This scholarship shall be awarded to a woman candidate who meets the following provisions:
 - a. is a native U.S. citizen who is a legal resident of Texas;
 - b. is classified as a graduate student, or a high-school teacher, or a college professor engaged in specialized study of ~~the any of the~~ ^{any of the} Spanish languages or Pan American cultures ~~of the Pan American~~ ^{of the Pan American} countries;
 - c. will use the scholarship monies for study or research in a Pan American country, excluding the United States.
- E. Scholarship III
 1. The third category of scholarship is dependent on there being sufficient funds to support it, with the decision to award being made by the Board of Trustees.
 2. Requirements for candidates shall be set by the Scholarship Committee, choosing either those for Scholarship I or II, according to the strengths of the applicants and the perceived needs of PARTT.

Suggested revision to the Standing Rules

- Delete Rule 6. "The Organization should have a State Credential Card for identification, to be used when visiting other Tables."
This would include renumbering the succeeding four Rules.

Suggested revisions to PARTT governing documents

Constitution

Article VI, Section 4. No officer shall serve two consecutive terms in the same office. (No officer shall succeed herself.)

By-laws

Article I, Section 3. ...expiration of the term of office, the Recording Secretary must turn over to the elected successor ...(.. her term of office, she must....)

Section 4. ... the Corresponding Secretary may also co-sign checks. (.. she may also co-sign checks.)

Section 5. Such funds shall be disbursed upon the authority of the State Director. (She shall disburse such funds ...)

Section 7. The Parliamentarian shall serve ... (She shall serve..)

Article II, Section 1...a group of not ^{fewer} ~~less~~ than ten prospective members... (..a group of not less than ten women ...)

Article VI, Section 1-g. The Chairman shall act as chief editor of the bulletin and shall also serve... (.. bulletin, and she shall also serve...)

Standing Rules, #7 (under revision previously approved by the Board, now #6)

Follow-up statements should also be sent as required. The Treasurer shall send to the State Director for signature and the State Seal, two copies ... (She shall send to the State Director for her signature ...)

Standing Rule

The following ~~revision (addition)~~ was submitted by the Long Range Planning Committee: it ~~requires Board discussion and might need to be handled as an amendment.~~

Standing Rule #11.

~~By-laws: Article VI, Section 1-i.~~ Each Table Director shall appoint a member of that Table to serve as liaison to the Long Range Planning Committee. All ^{Recommendations} decisions made by this Committee shall be transmitted to all member Tables following each Committee meeting.

Roberts' Rules states that an organization's By-laws should contain a statement of what constitutes a quorum. Should we offer an amendment adding one?

Standing Rule #10. State Convention expenses, including Registration fee and hotel room, of the Director General of the Alliance shall be paid by the Host Table(s).

Old

CONSTITUTION AND BY-LAWS
OF THE
PAN AMERICAN ROUND TABLES OF TEXAS

Revised as approved by delegate vote at the
43rd Biennial Convention in Dallas, Texas.

March 1987

CONSTITUTION

ARTICLE I - Name

This organization shall be called the Pan American Round Tables of Texas.

ARTICLE II - Purposes

The purposes of this organization are exclusively charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1954, or the corresponding provision of any future United States Internal Law.

ARTICLE III - Object

The object of this organization shall be:

- (1) To secure unity of endeavor among the Pan American Round Tables throughout the State.
- (2) To provide mutual knowledge, understanding, and friendship among the women of the Americas and to foster all movements leading to a higher civilization, especially those affecting the women and children of the Western Hemisphere.

ARTICLE IV - Fiscal Policy

Section 1. No part of the net earnings of this organization shall inure to the benefit of any private individual, except the recipients of any scholarship funds of this organization, and no part of its activities shall be the carrying on of propaganda or otherwise attempting to influence legislation, and this organization shall not participate in or intervene in any political campaign on behalf of any candidate for public office.

Section 2. Upon the final dissolution or liquidation of this organization and after discharge or satisfaction of all outstanding obligations and liabilities, the remaining assets of this organization shall be distributed to organizations exempt from Federal Income Tax under section 501(c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any future Internal Revenue Law), or to any Federal, State, or Local Government for public purpose.

ARTICLE V - Membership

Section 1. The state organization of the Pan American Round Tables of Texas shall be composed only of those tables operating according to the framework Constitution and By-Laws of Pan American Round Tables.

Section 2. This organization shall be non-political, non-commercial, non-sectarian, non-federated, and non-profit sharing.

Section 3. Any Table affiliating with any organization other than the Alliance forfeits its membership in the Pan American Round Tables of Texas.

Section 4. Any member Table which at the discretion of the Board of Directors no longer qualifies as a member of the Round Tables of Texas may be dropped on a vote of two-thirds of the members of the said Board of Directors.

Section 5. The dues-paying membership of a Table shall not exceed 150.

ARTICLE VI - Officers

Section 1. The officers shall be State Director, First Associate Director, Second Associate Director, Third Associate Director, Fourth Associate Director, Recording Secretary, Treasurer, Historian, Parliamentarian.

Section 2. In Case of death, incapacity or resignation of the State Director the Associate Directors in their respective order shall fill the unexpired term.

Section 3. Vacancies occurring in the Board of Directors before the next elections, except that of the State Director, shall be filled by appointment of the Director.

ARTICLE VI - Officers (Continued)

Section 4. No Officer shall succeed herself.

Section 5. The officers shall be elected by secret ballot biennially at the regular convention of the Pan American Round Tables of Texas. If there are no nominations from the floor, the secret ballot shall be dispensed with and the Recording Secretary will cast a written ballot for the entire voting body, thus electing by acclamation. The newly elected officers shall assume their duties immediately following the convention.

Section 6. The Corresponding Secretary shall be elected from the same location as that of the Director.

Section 7. The Officers, the Chairmen of standing committees and the immediate past State Director shall compose the Board of Directors.

ARTICLE VII - Meetings

Section 1. Conventions of the Texas Pan American Round Tables shall be held biennially in the spring of odd years.

Section 2. The place shall be selected by the Convention Delegates with the Hostess Table designating the exact dates. Should the delegates fail to name the place, the Board of Directors shall do so.

Section 3. The Board of Directors shall meet annually and upon the call of the State Director.

ARTICLE VII - Delegates

Each member Table is entitled to two official delegates and two alternates. Each Table is entitled to two votes at the biennial Convention (No proxies allowed).

ARTICLE IX - Amendments

This Constitution and accompanying By-Laws may be amended at any regular Convention by a two-thirds vote of the accredited Tables represented, provided copies of the proposed amendments have been sent to member Tables at least 30 days in advance.

BY-LAWS

ARTICLE I - Duties of Officers

Section 1. The State Director shall preside at all meetings and co-sign all checks issued by the State Treasurer; and shall perform such other duties as pertain to the office.

ARTICLE I - Duties of Officers (Continued)

Section 2-a The four Associate Directors shall constitute an Extension Committee with the First Associate Director as chairman. The Table Directors in the respective areas will assist this committee.

Section 2-b The Associate Directors shall be in charge of information and publicity in their respective areas. It shall also be the duty of the Associate Directors to visit all Tables in their respective areas at least once during their term of office.

Section 3. The Recording Secretary shall keep a correct roster of member Tables and shall record the minutes of all meetings and reports pertaining thereto. Within one month of the expiration of her term of office she must turn over to her successor complete records of the office and shall send copies of the minutes of the convention to all officers of the State, Chairmen of Standing Committees, all member Tables and the Director of the Alliance.

Section 4. The Corresponding Secretary shall conduct and file the general correspondence of the State as assigned by the Director. In cases of incapacity of the State Director, she may also co-sign checks.

Section 5. The Treasurer shall receive all monies paid by the Pan American Round Tables of Texas such as State dues, contributions to the Pan American Round Table Florence Terry Griswold Scholarship Fund and fees for publications of the State. She shall disburse such funds upon the authority of the State Director. Checks issued by the Treasurer must be counter-signed by the Director or Corresponding Secretary. The Treasurer shall be bonded. The books and records of the Treasurer shall be audited by an Audit Committee one week prior to the date of convention, appointed by the State Director.

Section 6. The Historian shall keep a record of the activities of the Tables of the State. A record of these activities including publicity and year books of the respective Tables shall be on display at the convention.

Section 7. The Parliamentarian shall see that the proceedings of all State Meetings shall be conducted according to the constitution and by-laws and Robert's Rules of Order, Revised Version. She shall serve as chairman of the revisions committee and shall furnish each officer, the chairman of each Standing Committee and each Director of member Tables with a correct copy of the Constitution and By-Laws of the State Organization.

ARTICLE II - Application for Membership

Section 1. A group of not less than ten women, wishing to organize a Pan American Round Table, shall make application to the First Associate Director who in turn will refer the application to the Extension Committee of that region. This Committee shall report to the Board of Directors with recommendations. A two-thirds majority vote of the Board shall be required for acceptance of a new Table.

Section 2. If accepted, the Extension Chairman of that area shall complete the organization of the Table according to framework constitution and By-Laws of Pan American Round Tables. Upon payment of state dues and a charter fee of \$5.00, a certificate of membership will be issued to the new Table.

ARTICLE III - Dues and Fees

Section 1. The annual dues paid by member Tables to the State shall be one dollar (\$1.00) per capita per year, with no Table paying less than twenty-two (\$22.00). These dues shall be payable December 1st of each year to the State Treasurer.

Section 2. The Charter Fee of \$5.00 for new Tables shall go into the general fund of the State Treasury.

Section 3. The Pan American Round Table Florence Terry Griswold Scholarship funds shall be kept in a separate interest-bearing account by the State Treasurer.

Section 4. Scholarships provided from the interest of the Pan American Round Table Florence Terry Griswold Scholarship funds shall be supplemented by the contributions of one dollar (\$1.00) per capita per year by Member Tables. This sum shall be turned in to the State Treasurer December 1st of each year.

Section 5. The Pan American Round Table Florence Terry Griswold Scholarship Fund shall provide for continued growth through memorials and gifts.

ARTICLE IV - Delegates

Section 1. Names of Delegates and Alternates must be sent to the Corresponding Secretary two weeks prior to the biennial meeting with due notice of said meeting having been sent out by the Corresponding Secretary one month in advance.

Section 2. Only delegates from those Tables having discharged all current state financial obligations, in full, may qualify as voting delegates.

ARTICLE V - Board of Directors

Section 1. The Board of Directors shall conduct all affairs of the organization in the biennium between conventions. Eight of the duly elected Officers and Appointive Chairmen of Standing Committees shall constitute a Quorum.

Section 2. Members of the Board of Directors, unless they are also official delegates from their respective tables, shall be entitled to all rights and privileges of delegates.

Section 3. All past State Directors shall automatically become members of an Advisory Committee to the Board of Directors with all the privileges of the Board of Directors, except that they may not vote.

ARTICLE VI - Committees

Section 1. The Standing Committees shall be Executive, Resolutions, Interchange Library, Pan American Round Table Florence Terry Griswold Scholarship, Revisions, Archives, Publications, Finance, Friendship and Nominating.

Section 1-a The Executive Committee shall be composed of the State Director, the first Associate Director, the Treasurer and the Pan American Round Table Florence Terry Griswold Scholarship Committee Chairman. It shall function as a permanent secretariat between Conventions.

Section 1-b The Resolutions Committee shall receive and pass upon all resolutions to be introduced and prepare all resolutions to be presented before any State or National Assembly. The Resolutions Committee shall receive and submit to the Tables, one month in advance of the Convention, all resolutions (except courtesy) to be presented to the Convention in session. The courtesy resolutions will be presented from the floor upon request of the State Director.

Section 1-c The Interchange Library Committee shall actively encourage the exchange of programs, speakers, services and other resources among the members of the Pan American Round Tables of Texas by disseminating the list of resources to each Table.

Section 1-d The Pan American Round Table Florence Terry Griswold Scholarship Committee shall be composed of three members, the chairman to be elected at the biennial convention and two members appointed by the incoming State Director for two year terms. These appointive members may be reappointed for a second term.

ARTICLE VI - Committees (Continued)

Section 1-e The Revisions Committee shall consist of at least three members including the State Parliamentarian as Chairman. This Committee shall prepare all revisions to the Constitution and By-Laws and standing rules of the State organization.

Section 1-f The Archives Committee shall have charge of the archives of the State organization which are permanently located in the State Library and Archives Building in Austin.

Section 1-g It shall be the duty of the Publications Committee to publish PAN-AMERICANA TEXANA. The Chairman shall act as chief editor of the bulletin. She shall also serve as a news gathering agency for new items to be transmitted to the Alliance.

Section 1-h The Finance Committee shall assist the Treasurer when necessary. The members shall include the Past State Director and Past State Treasurer.

Section 1-i The Friendship Committee shall have charge of all friendship projects between Member Tables of the Western Hemisphere.

Section 1-j A Nominating Committee of five shall be elected at the Board Meeting of even years, each of the four regions of Texas being represented. Names of prospective nominees shall be sent by member Tables to the Chairman of this Committee.

Section 1-k The Advisory Committee to the Board of Directors shall be comprised of all the past State Directors upon whom the Board may call for advise and counsel.

Section 2. In the event of a vacancy on any standing committee by death, resignation, or disability, the State Director shall fill the vacancy or vacancies by appointment for the unexpired term.

ARTICLE VII

The publication of PANAMERICANA TEXANA is to be financed from the State Treasury.

ARTICLE VIII - Scholarships

Section 1. The property and business of the Pan American Round Table Florence Terry Griswold Scholarship Fund shall be managed by a Board of Five Trustees. The Trustees shall be the State Director, who shall be the Chairman of the Board; the State Treasurer, who shall be the Treasurer; the First Associate Director; the immediate past State Director; and the Chairman of the Pan American Round Table Florence Terry Griswold Scholarship Committee.

Section 2. The Board shall have the general power to administer the affairs of the Fund and to formulate and carry out the policies of the Pan American Round Table Florence Terry Griswold Scholarship Committee.

Section 3. The permanent fund, as well as the funds for the scholarships themselves, shall be kept in separate interest-bearing accounts. Each check shall be co-signed by the State Director and the State Treasurer upon the authority of the Board of Trustees.

Section 4. The Pan American Round Table Florence Terry Griswold Scholarship Committee:

A. Personnel

The Scholarship Committee shall consist of three members.

B. Duties

The Scholarship Committee shall screen and select candidates for two (2) categories of scholarships, the selections to be approved by the Board of Trustees.

C. Requirements for Candidates

1. Scholarship(s) shall be awarded to a woman candidate or candidates who shall meet the following provisions:
 - a. They shall be students who are citizens of a Pan American country, other than the United States.
 - b. They shall use the scholarship monies to attend a Texas state-supported college or university.
 - c. Preference would be given to those who will return to their native country to put their training to use.
2. A second scholarship(s) shall be awarded to a woman candidate or candidates who shall meet the following provisions:
 - a. They shall be native USA citizens, who are legal residents of Texas.
 - b. They shall be classified as a graduate student.
 - c. They shall use the scholarship monies for study or research in a Pan American country, excluding the United States.

ARTICLE VIII - Scholarships (Continued)

Section 5. The Board of Trustees shall meet once a year prior to the State Board meetings, and make reports to the State Board. The Trustees are subject to call by the Board Chairman should occasion arise, providing a week's notice is given.

Section 6. In the event that either by vote of the Trustees or by legal action, or otherwise, the Pan American Round Table Florence Terry Griswold Scholarship Fund is terminated, its assets, after the payment of all outstanding obligations, shall be given to a State-supported school provided the school agrees to retain the name "Pan American Round Table Florence Terry Griswold" for both the Fund and Scholarships, and administer it according to the same policies outlined in Section 4 of this Article. If no State-supported school accepts these conditions, the assets shall go into a trust fund; established in a Texas bank, with national affiliations who will accept conditions outlined. In any event, no part of the remaining assets shall inure to the benefit of any private individual or to any Table or Tables within the Pan American Round Table organization.

ARTICLE IX - Rules of Order

In all meetings of the Pan American Round Tables of Texas, Robert's Rules of Order, Revised Edition, shall be the authority of Parliamentary Law.

ARTICLE X - Amendments

The By-Laws may be amended at any regular Convention of the Pan American Round Tables of Texas by a two-thirds majority of accredited delegates, due notice of said amendment having been sent out to each Table at least thirty days before said Convention.

STANDING RULES TO BE USED FOR GUIDANCE OF NEW OFFICERS AND USED IN CONNECTION WITH THE CONSTITUTION

1. The Corresponding Secretary shall write to each Table in June, requesting a list of current officers or incoming officers. A copy of the yearbooks should be sent as soon as possible.
2. Panamericana Texana is the official News Letter.
3. Extension Work regulations are as follows:
 - a. Area boundaries in which extension work is to be done must be known by the Associate Director.
 - b. The names of the people in the area represented, who are interested in Pan American Round Tables, should be sought out. Those who have been contacted by past directors with regard to the founding of a Table in particular cities should be kept on file for future use.
 - c. Contacts should be made prior to visiting a city and a meeting should be called of those interested.

STANDING RULES (Continued)

- d. Credentials should be carried from the State Director.
 - e. Files should be passed on to successors.
- 4.
 - a. Chairmanship of the Pan American Round Table Florence Terry Griswold Scholarship Committee shall be an elected position.
 - b. Individual memorial contributions should be encouraged and printed memorial cards for uniform acknowledgment of contributions should be sent to donors.
 - c. If and when funds are transferred, the transfer should be made at such time that full advantage may be taken on interest dividends.
- 5. The Convention table is given \$500.00 by the State to help defray expense of the convention.
- 6. The Organization should have a State credential card for identification, to be used when visiting other Tables.
- 7. The State Treasurer of the Pan American Round Tables of Texas shall send statements in November each year to each member Table, giving information as to where and how much to pay in dues, and other contributions. She shall also send follow-up statements as required. She shall send to the State Director for her signature and the State Seal two copies of the Internal Revenue Tax report prior to filing deadline.
- 8. Each Table shall send a copy of its yearbook and of any publicity to the State Historian.
- 9. Each Table shall elect Officers for the new year prior to the State Convention.
- 10. Tables that for reason of size or location have been unable to host State Conventions are now permitted to do their share by joining with a group of Tables to host a convention in an appropriate location convenient to them.

THE FLORENCE TERRY GRISWOLD AWARD
OF
THE PAN AMERICAN ROUND TABLES OF TEXAS

- I** This Award, known as the Florence Terry Griswold Award, shall be given to one
- A.** Who has contributed exceptionally meritorious service to the Pan American Round Tables of Texas, and in so doing
 - B.** Upheld the ideals of our founder, Florence Terry Griswold.
- II** This Award shall be an Honorary Life Membership in the Pan American Round Tables of Texas with all voting privileges accorded the recipient, and the mark of this Award shall be a narrow band of blue ribbon worn beneath the Pan American Round Table Pin.
- III** All former recipients shall become a Committee to choose a recipient, with the State Director appointing the chairman from this group of recipients. It shall not be mandatory for the Committee to make an Award, and financial contributions may not be considered solely as a basis for this Award.

Adopted in full April 1965
El Paso, Texas

**MEMBERS WHO HAVE RECEIVED
THE FLORENCE TERRY GRISWOLD AWARD**

1961 Corpus Christi Convention

Mrs. Claude R. Nobles	San Antonio
Mrs. Henry A. Guerra	San Antonio
Mrs. T.W. Lanier	El Paso
Mrs. L.G. Waltrip	Dallas
Mrs. W.W. Ely	Brownsville
Mrs. Albert R. Davis	Austin
Mrs. D'Arcy M. Cashin	Houston

1963 Houston Convention

Mrs. A.B. Pumphrey	Fort Worth
Mrs. Michael Cunningham	Beaumont

1965 El Paso Convention

None

1967 Dallas Convention

Mrs. Clyde P. Trotter	Laredo
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1969 McAllen Convention

None

1971 Fort Worth Convention

None

1973 Laredo Convention

Mrs. A.R. Hunt	Laredo
Mrs. Albert M. Fernandez	Brownsville I
Mrs. Samuel Jagoda	Fort Worth II
Mrs. Charles H. Harris, II	Fort Worth II

1975 Austin Convention

None

1977 Dallas Convention

None

1979 San Antonio Convention

Mrs. Hart Brown	Houston
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**MEMBERS WHO HAVE RECEIVED
THE FLORENCE TERRY GRISWOLD AWARD**

1981 Waco Convention

Mrs. Harold E. Reigle

Fort Worth

1983 Brownsville Convention

Mrs. Sherrill B. Oakes

Brownsville

1984 Corpus Christi Convention

None

1987 Dallas Convention

None