

Coastal Bend Business Plan Competition Committee Bylaws

ARTICLE 1 - NAME, PURPOSE

- Section 1: The name of the organization shall be the **Coastal Bend Business Plan Competition Committee** hereby known as “**Committee**”.
- Section 2: The **Coastal Bend Business Plan Competition Committee** was inspired to support the best and the brightest entrepreneurial minds to start and build their businesses locally with a prize package of valuable services and expertise designed to jumpstart the business.

ARTICLE II - MEMBERSHIP

- Section 1. The Committee consists of community partners and individual volunteers approved for membership by simple majority vote of the **Committee**. The following community partners will hold hereditary positions on the **Committee**:

Coastal Bend Business Innovation Center – Program Administrator
Del Mar College Small Business Development Center
Corpus Christi Regional Economic Development Corporation
Corpus Christi Evening Rotary Club
SCORE Counselors for Small Business
Young Business Professionals of the Coastal Bend
Del Mar College Division of Business, Professional and Technology Education
Texas A&M University – Corpus Christi, College of Science and Engineering
Texas A&M University – Kingsville, Frank H. Dotterweich College of Engineering
Texas A&M University – Corpus Christi, Office of Community Outreach

- Section 2. Officers and Duties. There shall be four officers of the **Committee**: Chair, Vice-Chair, Secretary, and Treasurer. Officers will serve approximately one year terms that start at the beginning of the competition cycle. The Chair, Vice-Chair, Secretary will be chosen by majority vote of the **Committee**. The Treasurer is the committee member representing the fiscal agent.

The **Chair** shall convene regularly scheduled **Committee** meetings and shall preside or arrange for the Vice-Chair to preside at each meeting.

The **Vice-Chair** will chair committees on special subjects as designated by the **Committee**.

The **Secretary** shall be responsible for keeping records of **Committee** actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each **Committee** member, and assuring that records are maintained.

The **Treasurer** shall make a report at each **Committee** meeting, assist in the preparation of the budget. The **Committee** must approve the budget. Any major change in the budget must be approved by the **Committee**. The fiscal year shall be the competition cycle.

ARTICLE III - MEETINGS

- Section 1: The **Committee** shall meet at least monthly.
- Section 2: Special meetings may be called by the **Chair** or a simple majority of the **Committee**.
- Section 3: A two-thirds majority vote is required to pass any changes or amendments to the bylaws.

ARTICLE IV – FINANCIAL

- Section 1: A fiscal agent is assigned by the Committee. The fiscal agent shall be a representative of a 501(c)(3) designated entity.
- Section 2: The fiscal agent will establish a separate account designated for the **Committee's** financial activities.
- Section 3: A simple majority of **Committee** members present and voting shall be required for all expenditures.