

**MISSISSIPPI TECHNOLOGY USER GROUP
BY-LAWS**

ARTICLE I. NAME AND TITLE

The name and title of this organization is "Mississippi Technology User Group" herein referred to as "MSTUG".

ARTICLE II. PURPOSE

The purpose of MSTUG is to bring governmental technology officials into an organization through which they can:

- Promote efficiency in Mississippi government through use of effective technology solutions and industry accepted practices;
- Enhance the missions of each governmental entity by sharing knowledge and ideas and, therefore, enabling each agency to accomplish respective goals and objectives;
- Provide education and benefits to our members;
- Foster a cooperative working environment to the mutual benefit of all members and organizations; and
- Provide leadership in promoting the technology needs and abilities of individual governmental entities.

ARTICLE III. MEMBERSHIP

Section 1. Regular Members: All information technology officials employed by a governmental body in Mississippi and directly involved with the technology function of that body are eligible for regular membership after paying their annual dues (\$25). The regular members shall have all rights and privileges including voting privileges and are eligible to be elected to office.

Section 2. Associate Members: Any individual of a government entity in Mississippi interested in furthering the goals and objectives of MSTUG is eligible for associate membership. Associate members shall have all rights and privileges, with the exception of voting privileges, extended to regular members. Associate members may participate in all discussions and activities of MSTUG meetings, except holding office.

Section 3. Termination: Any member may terminate their membership by transmitting to the president a written statement indicating that they no longer desire to have membership in MSTUG.

Section 4. Equal Opportunity: MSTUG gives opportunity and membership to all qualified persons regardless of race, religion, or nationality.

ARTICLE IV. MEETINGS

Section 1. Annual Meetings: The annual meeting of MSTUG for the election of officers and transaction of such other business as may be brought before it at a date selected by the executive committee. The meeting may be held at either a physical location or virtually using Internet and networking technology at the discretion of the executive committee.

Section 2. Regular Meetings: Regular meetings will be held on a monthly basis and planned by the MSTUG Board, unless otherwise notified by the President.

Section 3. Special Meetings: Special meetings of MSTUG may be called by the president or the executive committee at such time and such place, be it physical or virtual, as the president or the committee may select.

Section 4. Notice of Meetings: A notice of each annual or special meeting stating the time, place, and agenda of said meeting, shall be delivered to each member not less than 30 days before the annual meeting and not less than 5 days before the special meeting.

Section 5. Order of Business: The order of business at the annual meetings of MSTUG shall be as follows:

- (a) Roll call
- (b) Reading of the minutes from previous meeting
- (c) Report of officers
- (d) Report of committees
- (e) Unfinished business
- (f) New business.

Section 6. Voting: At all meetings, the voting members shall be entitled to one vote. Unless otherwise specified, all matters subject to determination by vote shall be resolved by a majority of the voting members present and voting.

Section 7. Non-members: When any member has properly invited guests present at a regular meeting, such non-members may be accorded the privilege of the floor at the invitation of the president and participate in the discussion of a matter before MSTUG.

ARTICLE V. OFFICERS

Section 1. Officers: The officers of MSTUG shall be a president, first vice-president, second vice-president, secretary, treasurer. The officers should be elected from the MSTUG membership, including retirees, but should exclude any employee or contractor of any governmental entity with regulatory authority over other members' agencies.

Section 2. Terms of Office: All officers, except the treasurer, shall be elected every two years at the annual meeting. The treasurer shall be elected for a three-year

term, beginning with the adoption of these by-laws. Officers shall serve from the final adjournment of the annual meeting at which they are elected until their successors are duly elected.

Section 3. Nominations: Nominations for each office in MSTUG shall be made by a nominating committee appointed by the president at least one month before the annual meeting. Additional nominations may be made from the floor by any member of MSTUG.

Section 4. President: The president shall perform the usual duties pertaining to that office and shall appoint all necessary committees unless otherwise agreed upon at any MSTUG meeting.

Section 5. First Vice-President. The first vice-president shall assume the powers and duties of the president in the absence of the president, and shall perform other such duties as the president or the executive committee may direct. The first vice-president shall automatically become the president of MSTUG if any vacancy occurs in that office.

Section 6. Second Vice-President: The second vice-president shall assume the powers and duties of the first vice-president and president in their joint absence, and shall perform other such duties as the president or executive committee may direct.

Section 7. Secretary: The secretary shall keep the minutes of all MSTUG meetings.

Section 8. Treasurer: The treasurer shall collect and disburse all monies of MSTUG and shall keep all funds and other valuables in such depositories as shall be authorized by MSTUG. Also, the treasurer will provide a financial reports at monthly and annual meetings.

Section 9. Vacancies: When a vacancy in the offices of MSTUG shall occur, the executive committee shall appoint a member to serve until the next annual meeting of MSTUG.

Section 10. No officer of MSTUG shall receive compensation in any form for services to MSTUG.

ARTICLE VI. EXECUTIVE COMMITTEE

Section 1. Members: The elected officers of MSTUG and the immediate past president shall constitute the executive committee.

Section 2. Duties: The executive committee shall act for and on behalf of MSTUG in the interim of annual and special meetings, and shall carry out such other duties as are herein prescribed or as may be authorized at any MSTUG meeting.

Section 3. Meetings: The executive committee shall meet at the call of the president, who shall be its chairman, or at the call of the first vice-president.

ARTICLE VII. ELECTIONS

Election of officers shall be by motion and acclamation unless a ballot is requested by a majority of those participating. An authorized designee may vote by proxy in the absence of the regular member of his or her organization.

ARTICLE VIII. FISCAL AFFAIRS

Section 1. Fiscal Year: The fiscal year of MSTUG runs from January through December. Budgets shall correspond to the fiscal year thus determined.

Section 2. Membership Dues: The annual membership dues are twenty-five dollars (\$25.00) for each regular member. Associate members will not be required to pay dues. A member shall be considered delinquent and not in good standing on January 1 if dues have not been paid for the current year, and will be notified of the delinquency. If dues are not paid by February 1, the member shall forfeit all rights to membership and his or her name will be removed from the list of regular members.

Section 3. Auditing Committee: Prior to the annual business meeting of MSTUG, an independent committee of up to three members appointed by the general membership shall properly audit MSTUG's accounts, and shall report to the members of MSTUG at the annual meeting.

Section 4. Funds: The Board is required to maintain a \$5,000.00 balance during each fiscal year.

ARTICLE IX. LIABILITY

Section 1. The liability of each member shall be limited to the annual membership dues and the amount of indebtedness as incurred by MSTUG as authorized by the membership.

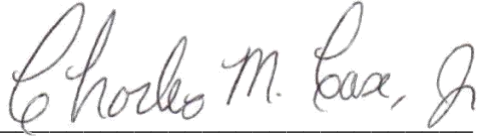
ARTICLE X. PROCEDURE

Section 1. The proceedings and deliberations of MSTUG, including meetings of its executive committee, shall be governed by the Rules of Parliamentary Procedure established by Roberts Rules of Order, Revised.

ARTICLE XI. AMENDMENTS

Section 1. These by-laws may be amended at any properly scheduled annual or special meeting of MSTUG by a majority vote of members or proxies present and voting on the amendment. Proposed amendments shall be circulated by the secretary to members at least 30 days in advance of any meeting at which such amendment or amendments would be considered.

THESE BY-LAWS consisting of this typewritten page and the preceding four (4) typewritten pages, were adopted this 10th day of February, 2015.



PRESIDENT
ATTEST:



1st VICE PRESIDENT