

BYLAWS
Of
Baylor University
Mayborn Museum Complex
Lifelong Learning

The following bylaws are adopted to provide a framework for the operation of a volunteer organization created and existing under the sponsorship of Baylor University to fulfill the purposes described below. It is the intent of the organization to carry out its purposes in a manner consistent with all applicable rules and regulations of the sponsor.

ARTICLE I - NAME This organization is and shall be known as Baylor University-Mayborn Museum Complex - Lifelong Learning (“LLL”).

ARTICLE II - PURPOSE The purpose of this organization is to provide opportunities for learning experiences for persons 50 years of age and older who want to remain intellectually active throughout their lifetimes. These opportunities should take the form of instruction in such academic and lifestyle experiences, covering a broad range of offerings, as may be requested by LLL members and available within the resources of the organization and respecting their diversity of thought. LLL does not endorse or sponsor any course or event outside of its program.

ARTICLE III - MEMBERSHIP

Section A. Membership in this organization is open to any persons interested in enriching their lives through intellectually stimulating courses and special activities. Membership to Baylor University Mayborn Museum Complex is a condition of Lifelong Learning membership. Levels of membership are outlined on the Mayborn Museum’s website <https://www.baylor.edu/mayborn/>. A minimum scholarship donation, based upon membership level, is required and will be used for the annual Lifelong Learning scholarship for Baylor students.

Section B. A membership period shall be one year from the date of joining the museum’s membership.

Section C. All members shall have equal voting rights in the election of the volunteer Leadership Board members or any other election concerning matters for which membership approval is required.

Section D. The cost of a Mayborn Museum membership shall be determined by the Mayborn Museum Complex. Members will be given ample notice of any forthcoming changes.

ARTICLE IV - PROGRAM ADMINISTRATION

The Director of Baylor University's Mayborn Museum Complex will appoint the Mayborn Museum Liaison who shall have oversight of administrative and financial duties related to Lifelong Learning. The Mayborn Museum Liaison shall serve as a non-voting ex officio member of the volunteer Leadership Board. The Mayborn Museum Liaison along with Baylor University Mayborn Museum shall, with the input of the volunteer Leadership Board, establish the fees to be charged for LLL courses and other activities.

ARTICLE V - LIFELONG LEARNING VOLUNTEER LEADERSHIP BOARD

Section A. There shall be a volunteer Board (LLL Volunteer Leadership Board) which shall be elected by the LLL membership from its current members. The Leadership Board shall work with the Mayborn Museum Liaison in carrying out the purposes of LLL.

Section B. The Leadership Board shall be comprised of the followed elected officers: President, Vice President (who is also President-Elect), Secretary, the Immediate Past President, and three members of the organization elected from the membership at large to be known as At-Large Leadership Board Members. The Leadership Board shall also include the standing Committee Chairs.

Section C. The officers will be elected to a term of one year. The At-Large Leadership Board members will be elected for a period of three years with one member's term expiring and one new member being elected each year.

Section D. The Leadership Board will meet at least quarterly and upon call of the Mayborn Museum Liaison or President as needed.

Section E. A simple majority of the entire Volunteer Leadership Board shall constitute a quorum for any Board meeting.

Section F. In the event of three consecutive unexplained absences from Leadership Board meetings of any member of the Board, the office shall be considered vacant and the Board shall proceed to fill the vacancy for the remainder of any unexpired term. The Board may also, for good cause, remove from office or membership any person whose conduct is detrimental to the conduct of the affairs of the organization.

Section G. The Leadership Board, with the approval of the Mayborn Museum Liaison and using the work product of all applicable ad hoc and standing Committees, shall develop, maintain, and revise from time to time, as needed, a memorandum of

operating procedures (the "Operations Memorandum") which shall be the fundamental document describing the operation of the organization.

ARTICLE VI - OFFICERS/DUTIES

Section A. President - The President is the principal officer of the organization and shall preside at the meetings of the organization and the Leadership Board.

Section B. Vice President - The Vice President (who is also the President-Elect) shall assist the President in performing the duties of president and shall preside at membership or Leadership Board meetings in the absence of the President.

Section C. Secretary - The Secretary shall record and maintain custody of the minutes of all Leadership Board and Membership Meetings and other relevant records of the organization.

Section D. The officers and At-Large Leadership Board members shall have such other duties as the Leadership Board may authorize and assign.

Section E. Officer or Leadership Board member vacancies shall be filled by the Leadership Board. Appointees shall serve until the next meeting of the body which originally filled the office vacated.

ARTICLE VII - LLL COMMITTEES

Section A. The President, subject to the approval of the Leadership Board, shall appoint standing Committee Chairs, and ad hoc Committees as needed. Ad hoc Committee Chairs do not have a vote on the Leadership Board.

Section B. Standing Committees shall be: Curriculum, Publicity, History, Course Hosts, Special Events, and Publications. The President, with the approval of the Leadership Board, can appoint other standing Committees, as needed.

Section C. The Vice President shall appoint Vice Chairs for each of the standing Committees after first conferring with the Committee Chairs to identify appropriate Committee Vice Chairs, with the intent that these Vice Chairs will succeed to lead their respective Committees during the presidential year of the Vice President.

Section D. Member volunteers will be sought to staff all standing and ad hoc Committees. All volunteers must be fully paid members of the organization and must complete the required application and background check requirements of the Mayborn Museum.

Section E. The purposes, duties and functions of LLL Committees shall be more fully described in the Operations Memorandum.

Section F. There shall be a Nominating Committee which shall consist of the persons and performs the functions as described in Article VIII.

ARTICLE VIII - ELECTIONS

Section A. The elections of officers and Leadership Board members will occur at the spring general Membership Meeting.

Section B. A Nominating Committee consisting of the immediate Past President, who shall be the chairman, the President, the Vice President, and two other current or past members of the Leadership Board shall meet in February each year for the purpose of preparing a submission to the membership of a slate of consenting nominees for the positions of Vice President (or President-Elect), Secretary, and one At-Large Leadership Committee Member.

Section C. The general membership shall be notified of the nominees, with a brief biography of each nominee, not later than 30 days prior to an election.

Section D. Nomination of other consenting members will be accepted from the floor at the membership meeting. A majority of votes by members present shall elect the officers and the new At-Large Leadership Board Member. New Leadership Board members take office June 1st.

ARTICLE IX - MEETINGS

Section A. The general membership shall meet twice a year. The first meeting shall be held in the fall. A second meeting shall be held in the spring for the principal purpose of election of Leadership Board Officers. The Leadership Board will set the dates of the meetings. A quorum shall consist of those members present at any duly called general membership meeting.

Section B. Notice of any meeting of the Leadership Board shall be given to each Leadership Board member by email to the address last provided by a Leadership Board member to the Mayborn Museum Liaison. Notice of any Membership Meeting shall be given by the means, one or more, determined by the Leadership Board to be the method(s) most likely to advise members of the meeting. Notice given in accordance with this section shall be deemed notice "duly given."

Section C. Robert's Rules of Order edition in current use shall govern the organization when they are not inconsistent with these Bylaws or any special rules of order the organization may adopt.

ARTICLE X - AMENDMENTS

The Bylaws may be amended at a general membership meeting by the affirmative vote of two thirds of the members present and voting, the proposed amendment having been submitted in writing to the membership at least four weeks before the meeting.

May 2, 2025