
NUECES COUNTY BAIL BOND BOARD BY- LAWS

ARTICLE 1

Name, Location, and Purpose

A **Name**

The formal and official name of the organization is the “Nueces County Bail Bond Board,” hereinafter called “the Board.”

B **Location**

The principal office and location of the board shall be 901 Leopard, Corpus Christi, Texas 78401, unless otherwise directed by the Board.

C **Purpose**

The purpose of the Board is to implement and carry out the laws on bail bond regulation as passed by the Texas Legislature and applied by the Courts and to encourage professionalism in the local bonding industry.

The Board shall enact local rules for the investigation, the licensing and regulation of all criminal bondsmen operating in Nueces County, Texas.

ARTICLE 2

Board Membership

The Board shall be composed of the following persons:

1. The Nueces County Sheriff or a designee from his office who may be his administrator or a deputy sheriff of the rank of sergeant or greater.
2. A District Judge of Nueces County designated by the presiding judge of the administrative judicial district.
3. The County Judge of Nueces County or a member of the Commissioners’ Court designated by the County Judge, or a designee approved by the Commissioners’ Court.
4. A County Court at Law Judge of Nueces County designated by the Commissioners’ Court.
5. The Nueces County District Attorney or his designee if that person is an assistant district attorney.
6. A bondsman licensed in Nueces County, elected by other Nueces County licensees.

7. A justice of the peace of Nueces County designated by a majority of other Nueces County Justices of the Peace.
8. The Nueces County District Clerk or his designee.
9. The Nueces County Clerk or a designee from his office.
10. The Presiding Municipal Court Judge of the City of Corpus Christi.

ARTICLE 3

Designation; Monthly Meetings, Agenda:
Order of Business; Quorum; Absences,
Leaves of Absences

A Designation

Persons authorized to designate the member of the Board in a category named in Article 2, shall make such designation after January 1 of each year prior to the January Board Meeting. If a designation is not made, the last prior designee shall continue to serve as a member of the Board until replaced by the person authorized to designate the member.

The licensed bondsmen of Nueces County shall elect their representative to the Nueces County Bail Bond Board as follows:

1. Election day is the first Tuesday in January.
2. The Nueces County Clerk's Office shall maintain a ballot box between 9:00 a.m. and 4:00 p.m. on Election Day. The voting will be by secret ballot. The votes will be canvassed and the results posted by the Chair of the Bail Bond Board.
3. Each licensee shall vote in person by having delivered to the Nueces County Clerk's Office during the above hours a ballot, accompanied by a sworn statement by the licensee that such ballot represents his vote, which shall be removed from the ballot. In the event the licensee is a corporation, a sworn statement by the legal representative of the corporation that such ballot represents its vote shall accompany the ballot.

The licensee receiving the majority of the votes cast will be certified as the Board member. If no licensee receives a majority of the votes cast, a run-off election will be conducted two days later under the same format and procedure. The run-off election will be between the two licensees receiving the most votes, or the three or more licensees receiving the same number of votes.

If the run-off election results in a tie, the Board will conduct further elections.

B Monthly Meetings

The regular monthly meeting of the Board shall be held on the last Tuesday of each month at 12:00 p.m. o'clock. It shall be the duty of the Secretary/Treasurer to give notice of the monthly or emergency meetings, and the monthly agenda, or any supplemental agenda, by posting at the Courthouse door as required by the Open Meetings law (Tex. Civ. Stat. Art. 6252-17). The monthly agenda or a supplemental agenda shall be distributed to each member by mail or otherwise.

C Agenda

Matters may be placed on the agenda for any Monthly Meeting by anyone by notifying the Secretary/Treasurer in clear writing of the matter to be placed on the agenda not later than 3:00 p.m. four days preceding the Monthly Meeting.

A request for additional subjects to be placed on the agenda must be made in sufficient time to comply with the requirements of the Open Meeting law.

D Order of Business

The order of business of each public monthly meeting will be as follows:

1. Roll Call of Members with attendance kept as a permanent record.
2. Reading of the summarized minutes of the preceding meeting and action taken thereon.
3. Election of Officers (when appropriate).
4. Report of Presiding Officer and any communications.
5. Reports of Committees, if any.
6. Discussion and Action on Committee Reports (when applicable).
7. Old Business
8. New Business
9. Open Public discussion (without formal Board Action).
10. Adjournment.

E Quorum

A majority of the members shall constitute a quorum for the transaction of business at all meetings convened according to the By-Laws.

F Absences, and Leaves of Absence

Upon three consecutive unexplained absences by a designee, a request to the designating member for a replacement shall be made by the Board's Chair. However, when timely foreseen and for sufficient cause such as illness or vacation, a designee may obtain from the Chair a leave of absence.

ARTICLE 4

Election of Officers; Duties; Vacancies

A Election of Board Officers

The officers of the Board shall be the Chair, Vice Chair, Secretary/Treasurer and such other officers as may be determined and elected by the Board. The officers shall be elected at the first monthly meeting of each calendar year.

B Duties of Board Officers

1. The Chair shall preside at all meetings. The Chair shall be the Chief Executive Officer of the Board and, subject to the will of the Board, shall have general charge and supervision of the administration of the affairs and business of the Board. He shall see that all orders and resolutions of the Board are carried into effect. He shall sign and execute all legal documents and instruments in the name of the Board when authorized to do so by the Board and shall perform such responsibilities as may be requested by the Board. The Chair shall direct its general correspondence.
2. The Vice Chair shall discharge the same duties as the Chair in the event of his absence or disability for any cause whatsoever, and shall perform such additional duties as may be directed by the Board.
3. The Secretary/Treasurer shall have responsibility for the records and correspondence of the Board under the direction of the Chair. He shall give notice of and attend all meetings of the Board. He shall discharge such other duties as shall be assigned him by the Chair. In case of the absence or disability of the Secretary/Treasurer, the Board may appoint an acting secretary to perform the duties of the Secretary/Treasurer.

The Secretary/Treasurer will submit a brief written summary of the minutes for approval of the Board at each monthly meeting except for good cause shown. He shall electronically record the meeting of the Board and shall keep such record until the approval of the written summary. Such written minute summaries will be distributed to all Board members at least seven days prior to each meeting for each member's consideration and adoption at the next regular monthly meeting. The Secretary/Treasurer shall keep account of all monies, credits and property of the board which shall come into his hands, and keep an accurate account of all monies received and discharged, if any, and report thereon to the Board.

C Vacancies

When a vacancy shall occur in the office of Chair such vacancy shall be filled by the Vice Chair.

When a vacancy shall occur in the office of Vice Chair or Secretary Treasurer, such vacancy shall be filled by the Board by election.

The officers shall hold such office until his successor is duly elected, qualified and seated not later than the first monthly meeting of the next calendar year.

Such officer may succeed himself.

ARTICLE 5

Appointive Officers and Agents

The Chair or the board may appoint such officers, employees and agents as may be deemed necessary, who shall have such authority and perform such duties from time to time as directed by the Board. All appointive persons shall hold their respective positions at the pleasure of the board, and may be removed or discharged at any time with or without cause.

ARTICLE 6

**Standing Committees; Special Committees;
Recommendations of Committees**

A Standing Committees

The Board may appoint standing or special committees to facilitate the administration, investigation and communication of Board policies, rules and regulations.

Such committees may be appointed, but not limited to the following:

- (1) Administration and Budget: To set a budget to be followed by the Board and to recommend methods of securing the monies needed and to be in charge of general administration.
- (2) Community Relations and Education: To promote the Board's policies in the public interest and to hear grievances regarding the local bonding industry.
- (3) License: To promulgate rules and regulations on licensing of bondsmen, conduct voir dire, investigation of applicants and to make recommendations to the Board.

Each standing Committee shall consist of not less than one member of the Board appointed by the Chair with the advice and consent of the Board. Each Standing Committee shall have a minimum of two committee members, all appointed by the Chair. Each such committee shall select its own chair. Each Standing Committee shall report their activities to the Board monthly, and in writing when directed by the Board. Appointments to Standing Committees shall be for the duration or remainder of the calendar year in which they are made or until such time as they are dissolved by the Board.

B Special Committees

The Chair shall appoint such Special Committees as are deemed necessary by the Chair or the Board. Each committee shall select its own chair. The Chair with the advice and consent of the Board will appoint the members. Special Committee appointments and the term of the special Committee shall be for the duration of time set forth in the appointment thereof, but in any event will not extend beyond the end of the calendar year in which such appointment is made or until such time as it is affirmatively dissolved by the Board. Any layman and licensed bondsman (or their qualified agents and employees) may serve on Special Committees.

C Recommendation of Committees

Standing and Special Committees shall be advisory only and recommendations and actions of such committees shall not be binding upon the Board.

**ARTICLE 7
Fiscal Year**

The fiscal year of the Board will exactly correspond with the fiscal year of the Nueces County Government.

**ARTICLE 8
By-Laws Amendment**

After due acceptance, these By-Laws may thereafter be amended by the Board at any regular meeting of the Board by the affirmative vote of two-thirds majority of the members provided that notice is given of the proposed amendments pursuant to Article III, Section C, of the By-Laws.

NUECES COUNTY BAIL BOND BOARD ADDENDUM TO BY-LAWS

ARTICLE 3

Term; Monthly and Special Meetings, Agenda; Order
Of Business, Emergency Matters; Quorum; Absences,
Leaves of Absences, Proxies and Resignations

F Quorum

Four members of the Board shall constitute a quorum for the conduct of business. All action by the Board shall require the vote of a majority of the members present.

ARTICLE 6

Standing Committees; Special Committees,
Recommendations of Committees

A Standing Committees

- (4) Bail Security Fund - to report monthly to the Board the status of the bondsmen's security on deposit or in trust and to make recommendations on any deficiencies.