BYLAWS OF HANDS OF HOPE DISASTER RELIEF, INC.

ARTICLE I – NAME AND PURPOSE

Section 1. Name

The name of this organization shall be **Hands of Hope Disaster Relief, Inc.**, a nonprofit corporation incorporated under the laws of the State of Texas.

Section 2. Purpose

This corporation is organized exclusively for charitable and educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.
The specific purpose of this organization is to provide emergency food, supplies, and cooking services to first responders, relief organizations, and communities affected by natural disasters.

ARTICLE II – OFFICES

The principal office of the corporation shall be located in the State of Texas. The Board of Directors may change the principal office or establish additional offices as needed.

ARTICLE III – MEMBERSHIP

The corporation shall have **no voting members**. The management and affairs of the corporation shall be directed by its Board of Directors.

ARTICLE IV – BOARD OF DIRECTORS

Section 1. Authority

The Board of Directors shall have full power to govern the affairs of the organization, set policy, and oversee financial and program operations.

Section 2. Number and Tenure

The Board shall consist of at least three (3) and no more than nine (9) directors. Each director shall serve a **two-year term** and may be re-elected.

Section 3. Qualifications

Directors shall support the purpose and mission of the corporation and act in its best interests. At least a majority must be residents of Texas.

Section 4. Duties

The duties of the Board shall include:

- Ensuring that the mission is carried out effectively;
- Approving annual budgets and major expenditures;
- Hiring and evaluating the Executive Director (if applicable);
- Maintaining compliance with all laws and regulations.

Section 5. Meetings

The Board shall meet at least **quarterly**. Special meetings may be called by the President or any two (2) directors with at least five (5) days' notice.

Section 6. Quorum

A majority of the directors shall constitute a quorum for the transaction of business.

Section 7. Voting

Decisions shall be made by majority vote of those present. Proxy voting is not permitted.

Section 8. Vacancies

Vacancies on the Board may be filled by a majority vote of the remaining directors for the unexpired term.

Section 9. Removal

Any director may be removed by a two-thirds (2/3) vote of the remaining Board for cause or failure to fulfill duties.

ARTICLE V – OFFICERS

Section 1. Officers

The officers of the corporation shall consist of a **President**, **Secretary**, and **Treasurer**.

Section 2. Current Officers

- **President:** David Henry
- **Secretary:** Arielle Collins
- **Treasurer:** Ashlie Bates

Section 3. Duties

- **President:** Presides at meetings, provides leadership, and ensures that Board resolutions are implemented.
- **Secretary:** Maintains corporate records, meeting minutes, and official documents.
- **Treasurer:** Oversees finances, prepares financial reports, and ensures accurate accounting.

Section 4. Terms

Officers shall serve **two-year terms** and may be re-elected.

ARTICLE VI – COMMITTEES

The Board may create standing or ad hoc committees as necessary. Committee chairs shall be appointed by the President with Board approval.

ARTICLE VII – FINANCIAL ADMINISTRATION

1. The fiscal year shall be **January 1 – December 31**.
2. The Board shall approve an annual budget.
3. No part of the corporation's income shall benefit any private individual.
4. Upon dissolution, assets shall be distributed according to Article X of these bylaws.

ARTICLE VIII – CONFLICT OF INTEREST

All directors and officers must disclose any potential conflicts of interest and refrain from voting on matters in which they have a personal or financial interest.

ARTICLE IX – AMENDMENTS

These bylaws may be amended at any regular or special meeting by a two-thirds (2/3) vote of the Board, provided at least ten (10) days' written notice of the proposed amendment is given.

ARTICLE X – DISSOLUTION

Upon dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or to the federal, state, or local government for a public purpose.

CERTIFICATION

These bylaws were adopted by the Board of Directors of **Hands of Hope Disaster Relief, Inc.** on the ___ day of __________***, 20***.

President: ______________________________

Secretary: ______________________________