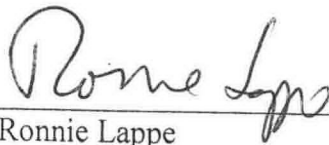


AMENDMENT
To the Bylaws of the Brown County Historical Commission


On July 23, 2019, with a quorum of the members present, the Brown County Historical Commission voted to amend Article X of the Bylaws of the Brown County Historical Commission, as previously approved on January 29, 1999 to add new Section 10, as follows:

Section 10: The Brown County Historical Commission may create and operate a Certified Local Government Program according to the rules and regulations of the Texas Historical Commission for the creation and operation of a certified local government. The Brown County Historical Commission may approve of and assist in the creation and operation of a certified local government program by the Brown County Commissioners of any city or other entity. The operation of an certified local government program established in Brown County will be overseen by the Brown County Commissioners. The Brown County Historical Commission will promptly review and approve at a public meeting with items properly placed on the Public Notice Agenda all projects, grants and other matters that need the approval of the Brown County Historical Commission.

Approved by a unanimous vote on this the 23rd day of July, 2019, as witnessed by my signature below:



Ronnie Lappe
Chairman, Brown County Historical Commission



Donnie Lappe
Secretary, Brown County Historical Commission

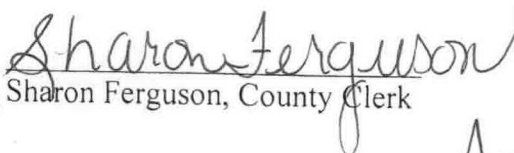
Approved on this day by the Brown County Commissioners Court:



Paul Lilly, County Judge

Certified by:





Sharon Ferguson, County Clerk

August 5, 2019
(Exhibit # 10)

A:NO.1MASTER/HISTORICAL COMMISSIONETC

BY-LAWS

OF

BROWN COUNTY HISTORICAL COMMISSION

Adopted at the Re-organizational Meeting of the Brown County Historical Commission held on the 29TH day of January, 1999, and approved by the Brown County Commissioners Court on the _____ day of _____, 1999.

ARTICLE I.

Name

Section 1. The name of this organization shall be the Brown County Historical Commission, in accordance with Chapter 318 of the Local Government Code of the Texas Revised Civil Statutes.

ARTICLE II.

Purpose

Section 1. The purpose of the Brown County Historical Commission shall be to preserve, protect, and promote history within the County and to that end shall: a) conduct continuing programs of historical marker recommendations and placements in accordance with the State Historical Commission requirements; b) make recommendations to the Brown County Commissioners Court for property acquisition, real or personal, which is of historical significance; c) accept, whenever feasible, artifacts and other museum paraphernalia in the name of the Brown County Historical Commission or the Brown County Commissioners; and d) support, whenever possible, the programs of the Texas Historical Commission. The Commission's major function shall be to discover, collect and preserve any material which may help to establish or illustrate the history of this area.

Section 2. The Brown County Historical Commission shall be the local representation of the Texas State Historical Commission as set up by statute of Chapter 318 of the Local Government Code, Texas Revised Civil Statutes, with all the rights and privileges thereto, and shall be organized as a unit of the Texas State Historical Commission by and through the County Commissioners Court.

Section 3. The Brown County Historical Commission will

(Exhibit #A)

cooperate and work along with the State Historical Commission as a unit thereof.

Section 4. The Brown County Historical Commission will cooperate and work along with the County Commissioners Court as a unit thereof.

Section 5. The Brown County Historical Commission will work along with the Brown County Historical Society, the Board of the Brown County Museum of History, and other Brown County agencies promoting the preservation of history.

ARTICLE III.

Rules

Section 1. All rules set by statute, Texas Revised Civil Statutes, Chapter 318, Local Government Code, shall apply to the operation of the Brown County Historical Commission and any conflict between these By-Laws and the State statute shall be settled in favor of the State statute.

ARTICLE IV.

Invalidity

Section 1. If any part of these By-Laws shall be deemed unconstitutional or contrary to State or local statute, that portion shall be invalid, but the invalidation of any section shall not invalidate the whole, but the remaining portion shall remain as the by-Laws until legally amended.

ARTICLE V.

Amendments

Section 1. The By-Laws may be amended by majority vote of those present at a regular or called meeting with proper legal notice having been given and with each member having been sent a copy of the proposed changes at least SEVENTY-TWO (72) hours prior to the meeting.

ARTICLE VI.

Gender Designation

Section 1. All nouns and pronouns designating gender may apply to male or female as is appropriate and shall not be read to designate a male because of the dictates of English grammar.

ARTICLE VII.

Meetings

Section 1. Regular meetings of the Brown County Historical Commission shall be held at least once a month, beginning January 1999, at a time and location agreed upon by a majority of the members at a regular or called meeting with proper notice having been given.

Section 2. Changes in regular meeting date may be made by the Chairman with the approval of a majority of the members present at any meeting with proper notice having been given.

Section 3. Six (6) members of the Brown County Historical Commission shall constitute a quorum to do business.

Section 4. The Brown County Historical Commission shall meet in different communities in the county and not just in the county seat in order to comply with recommendation of the state historical commission.

Section 5. The Commission year shall be the same as the Texas State Historical Commission.

Section 6. Notice of the meetings and the agenda shall be given according to the State statutes for public meetings.

Section 7. The Chairman may call special meetings at any reasonable time with proper legal notice having been given according to Section 6 above.

ARTICLE VIII.

Membership Requirements

Section 1. Anyone who wishes to serve on the Brown County Historical Commission may become a member by request at any regular or called meeting, and no one shall be denied membership because of color, race, creed, or religious affiliation. The membership shall be approved by the Brown County Commissioner's Court as required by law.

Section 2. The number of members shall be unlimited. The Brown County Historical Commission may add members at any time during the two (2) year term of the Brown County Historical Commission as set out by statute.

Section 3. Each membership shall expire with the term of the Chairman regardless of when the membership began, but may be renewed at the next term.

Section 4. There shall be no limit to the number of terms that any member is eligible to serve.

Section 5. The members of the Brown County Historical Commission shall actively recruit new members to serve on the Commission. Members shall be recruited from all areas and communities of the county and shall attempt to include all heritage backgrounds represented in the county..

Section 6. Members remain in good standing as long as they remain active. Members who miss three (3) meetings in a row may be dropped from the membership rolls unless said member shall advise the Chairman that he or she wishes to remain an active member.

Section 7. Resignation from the Brown County Historical Commission may be accepted after a letter of resignation has been read into the official minutes by either the Chairman or the Secretary and forwarded to the Brown County Commissioners' Court.

Section 8. In addition to the members stated above, all four Brown County Commissioners, the Brown County Judge, the President of the Brown County Historical Society, the President of the Board of Directors of the Brown County Museum of History, be members at large of the Brown County Historical Commission.

Section 9. Each regular member of the Brown County Historical Commission shall have the right to vote on matters coming before the Brown County Historical Commission at regular and/or specially scheduled meetings. At no time shall a Brown County Historical Commission member exercise more than one vote on any matter. Brown County Historical Commission members shall abstain from voting on matters which directly affect the entity they represent or any entity in which they have a substantial interest.

Conflict of interest shall be defined by definition of Chapter 172, Local Government Code, Texas Revised Civil Statutes; State nepotism Laws, Article 5976a, b, et sec. Texas Revised Civil Statutes.

No member of the Brown County Historical Commission shall cast a vote on any matter which would provide direct financial benefit to that member or any organization which that member represents.

ARTICLE IX. Officers

Section 1. The officers shall be Chairman, Vice-Chairman, Secretary and Treasurer. Their terms shall be for the same term as the Chairman. The method for election of officers is shown below in section 9.

Section 2. The Chairman shall be the Executive Officer for the Brown County Historical Commission. His responsibility shall be to call the regular meetings and preside at those meetings; appoint standing committees, task forces and chairmen; report annually to the Brown County Commissioners' Court on the activity and progress of the Brown County Historical Commission; and serve on or designate a representative for any boards, commissions or committees as requested and deemed appropriate by the Brown County Historical Commission. The Chairman shall have the usual powers of supervision and management as may pertain to the office and shall perform such other duties as designated by the Brown County Historical Commission.

Section 3. The Vice-Chairman shall preside at the meetings in the absence of the Chairman. He shall possess all of the

duties and responsibilities of the Chairman in the event of prolonged illness, resignation or death of the Chairman. Subject to section 12 below.

Section 4. The Secretary shall record the minutes of all meetings; arrange for the meetings and notify the members; attend to all necessary correspondence and reports; cosign with the Chairman any contracts or instruments designated by the Brown County Historical Commission; prepare and distribute all necessary news releases for media publicity; and perform such other duties normally pertaining to the office.

Section 5. The Treasurer shall receive all monies given to or earned by the Brown County Historical Commission; shall act as custodian for these monies and deposit them in the Brown County Historical Commission's bank account; present accurate written accounting of the funds at every Brown County Historical Commission Meeting; disburse or invest funds upon approval of the Brown County Historical Commission; and perform such other duties as normally pertain to the office.

Section 6. The offices of Secretary and Treasurer may be held by the same person if so approved by a majority of those present at a meeting with proper notice having been given.

Section 7. The Officers shall be appointed by the Brown County Commissioners' Court according to statute.

Section 8. Nominations for officers shall be made to the county commissioners in December of even years if possible so that the new term of the county historical commission may begin at the first of January of the odd year as required by statute. If the officers are not approved in December of the even year by the Brown County Commissioners, they shall be approved as soon as possible in January of the odd years and forwarded to the state historical commission. All of the officers shall serve the same term as the Chairman.

Section 9. The Nominating Committee shall be appointed by the Chairman in November prior to the Expiration of his term as set by statute, and shall present a slate of proposed officers.

Section 10. The Chairman may appoint someone to fill a vacant office due to the death or resignation of the office holder. The appointment shall be approved by a majority vote of the members present at the next regular meeting after the vacancy in the office. The person so appointed shall serve the term remaining of the vacant office holder.

Section 11. A vacancy in the office of the Chairman shall be filled by the Brown County Commissioners' Court as required by law.

Section 12. At the first meeting after the appointment of

the Chairman, nominations for new members from the floor may be made by any member of the Commission, providing consent has been obtained from the person to be nominated.

Section 13. The first action to be taken by a new Chairman of the Brown County Historical Commission, when appointed by the Commissioners to begin a new term, shall be to submit for approval a suggested list of members and by-laws for the new term. The membership list and new set of bylaws shall be submitted to the county commissioners for approvals soon as possible and forwarded to the state historical commission in a timely fashion to comply with state statute.

ARTICLE X.
Committees

Section 1. The Brown County Historical Commission may have whatever committees that are necessary for the transaction of business and the projects of the commission and may include but not be limited to the following:

- A. History Appreciation Committee--responsible for reporting the activities of the Commission with duties as follows: Publicizing commission work, which may include but shall not be limited to: news media; speeches; and contacts with chambers of commerce, civic and study clubs, and tourist- and history-related groups; working with schools and civic organizations in presenting programs on the county's history; publishing a newsletter; preparing articles and feature stories for local media; cooperating in research for, preparation, publication and distribution of historic, recreation and scenic maps, guides and pamphlets; sponsoring historical tours, dedications, commemorations and observances and making visitation arrangements with neighboring county commissions to exchange ideas and programs, and to work on doing projects.
- B. Membership--responsible for obtaining new members, reinstating former members, and maintaining a membership roll to be submitted to the Brown County Commissioners.
- C. Ways and Means--responsible for raising funds for the Commission and preparing a budget for the Brown County Historical Commission, including working with the Brown County Commissioners and working

with other agencies for possible funding.

- D. Historical Preservation Committee--responsible for establishing an active historical preservation program in the county; being concerned with the actual job of preserving, restoring and recording tangible evidences of history and working toward securing old papers, documents and records relating to the history of the county and local community, and trying to find a depository for their safekeeping. the duties shall include but not be limited to: Writing and publishing a county history or update, revising and reprinting an existing one; reprinting scarce historical materials and publications long out of print. Recording and documenting living history by tape recording both significant contemporary events and interviews with old-timers, etc. Developing a well-rounded program for preserving, restoring and maintaining historic buildings and sites.
- E. Historical Marker and Research--responsible for surveying subjects and sites for possible historical marking; updating landmarks list for county, and securing locations for, and obtaining permission to erect, markers.

Section 2. The Chairman may form other standing committees from time to time as necessary for the operation of the Brown County Historical Commission.

Section 3. The Chairman shall appoint a chairman for each committee at the first regular meeting of each year. A committee chairman appointed during the year shall serve until the end of the year.

Section 4. The Chairman may appoint members to the committees. Nothing shall prohibit any member from serving on more than one committee, and each member shall serve on at least one committee. The Chairman is a member of each committee.

Section 5. The chairman of each committee shall give a report at each meeting and shall keep a record of the activity of the committee that he chairs.

Section 6. The committee Chairman may make nominations to the Brown County Historical Commission Chairman for appoint-

ments to the committee that he chairs.

Section 7. Committee members do not have to be members of the Brown County Historical Commission, but may be drawn from the public.

Section 8. A committee chairman may determine the frequency and location of the meetings of the committee that he chairs.

Section 9. The Chairman of the Brown County Historical Commission may appoint a committee chairman and members of special committees which will serve to accomplish a specific goal or project. Such a committee will be terminated at the completion of the goal or project unless otherwise directed by the Brown County Historical Commission .

ARTICLE XI. Parliamentary Authority

Section 1. The rules contained in Robert's Rules of Order, Newly Revised, shall govern the proceedings of this Commission, except in such cases as are governed by the Constitution or By-Laws.

ARTICLE XII. Amendments

Section 1. Amendments to the by-laws may be made at a meeting called for that purpose, providing proper notice has been given.

Section 2. All proposed amendments shall be submitted in writing.

ARTICLE XIII. Financial Administration

Section 1. The fiscal term for the Brown County Historical Commission shall coincide with that of the Texas Historical Commission.

Section 2. The proposed budget to be submitted to the county commissioners for their funding for the county historical commission for the ensuing year shall be prepared by the Ways and Means Committee and presented in writing to the general membership of the Brown County Historical Commission and approved in time to be submitted to the county commissioners before their budget workshops which they have prior to the new year of the county which begins in October.

Section 3. A budget shall be prepared concerning any other operating funds of the Brown County Historical Commission which shall be presented at the February meeting of the new term.

Section 4. The Brown County Historical Commission may vote at any meeting to use of any of the funds on hand for any project or other use that meets the purpose of this organization. Any two of the officers may decide upon expenditures not to exceed twenty-five dollars (\$25.00) as necessary for the general operation of the Brown County Historical Commission provided that the expenditure is shown on the next treasurer's report. Expenditures from county funds will meet the requirements of the county commissioners.

Section 5. The Brown County Historical Commission shall be authorized to accept gifts of money and other property from any source for use in the furtherance of its lawful purposes according to law. Because the Brown County Historical Commission is a non-profit organization, these gifts are tax deductible.

Section 6. An outside audit of all financial records may be conducted on an annual basis, at the end of each fiscal year and in December of the year ending the Chairman's appointed term. An audit committee of two (2) persons from the general membership, but members not on the Ways and Means Committee shall be appointed by the Chairman. A written audit report shall be presented to the general membership at the first regular meeting following completion of the audit. A copy of the audit shall be presented to the Brown County Commissioners. The Brown county auditor may make any audit or spot audit of county historical commission funds as he may deem to be necessary. The treasurer will cooperate with any audit requests of the Brown County auditor.

Section 7. The commissioners of Brown County have voted to allow the Brown County Historical Commission to maintain its own bank account. The Brown County Historical Commission recognizes that the funds it maintains and collects are county funds and will make all necessary reports to the Brown County Auditor and the Brown County Treasurer as required by the county commissioners and the state law.

ARTICLE XIV. Reports

Section 1. The Brown County Historical Commission shall report biannually to the Texas Historical Commission and to the Brown County Commissioners Court as required by law and as the Chairman further directs.

ARTICLE XV. Dissolution

Section 1. No part of any earnings of the Brown County Historical Commission shall inure to the benefit of the Chairman or any officer or any member of the Brown County Historical Commission (except that reasonable reimbursement may be paid for services rendered to or for the Brown County Historical Commis-

sion affecting one or more of its purposes, such as copies long distance telephone calls etc. and the same are approved by the county commissioners), and neither the Chairman nor any officer or any member of the Brown County Historical Commission or any private individual shall be entitled to share in the distribution of any of the assets on dissolution of the Brown County Historical Commission. Should the Brown County Historical Commission cease to exist, any assets left on hand at the dissolution of the Brown County Historical Commission shall inure to any non-profit corporation aiming at the preservation of local history, such as the Brown County Historical Society, the Brown County Museum of History, or the Texas State Historical Commission.

Section 2. Nothing in the above clause will prohibit the Chairman or any officer or member of the Brown County Historical Commission from reasonable compensation for expenses incurred on behalf of the Brown County Historical Commission, such as travel to seminars or schools on behalf of the Brown County Historical Commission, if such compensation is approved by the majority of the members present at a meeting with proper notice having been given. No salary shall be paid to the Chairman or any officer of the Brown County Historical Commission.

ADOPTED on the 29th day of January, 1999.

RONNIE LAPPE, Chairman

* * * * *

Approved by the Brown County Commissioners' Court

E. RAY WEST, County Judge

STEVE ADAMS, Precinct 1 County
Commissioner

ADRON BECK, Precinct 2
County Commissioner

RICHARD GIST, Precinct 3
County Commissioner

VERNON MOORE, Precinct 4 County
Commissioner

Attested to by MARGARET WOODS, County Clerk of Brown County,
Texas on the ____ day of _____, 1999.

(SEAL)

MARGARET WOODS, County Clerk

TEXAS HISTORICAL COMMISSION

real places telling real stories

REQUEST FOR CERTIFIED LOCAL GOVERNMENT STATUS

THC Contact

Local Contact

Contact: Lorelei Willett, State Coordinator
Address: Certified Local Government Program
Texas Historical Commission
PO Box 12276
Austin, TX 78711-2276
Email Address: lorelei.willett@thc.texas.gov
Phone: 512.463.7812
Fax: 512.463.5862

Contact:
Address:
Email Address:
Phone:
Fax:

FROM:

(Name, title and mailing address of chief elected official of the applicant government)

In accordance with the National Historic Preservation Act of 1966, and the amendments to the Act approved in 1980, as well Rule 15.6 (f) of the Texas Administrative Code, I hereby request Certified Local Government status for

(city or county)

Enclosed are [check off as applicable]

- (1) a copy of the local historic preservation or landmark ordinance, including any and all amendments to same; (required for cities only)
(2) a copy of by-laws adopted by an appointed county historical commission; (required for counties only)
(3) a listing of individual properties and/or districts designated under the city historic preservation ordinance, including addresses and statements of significance for each landmark or district; (required for cities only)
(4) a list, with appropriate location maps, of Recorded Texas Historic Landmarks, State Antiquities Landmarks, and any individual properties and/or districts identified and/or listed in the National Register of Historic Places with statements of significance for each property or district;
(5) resumes of the designated historic preservation officer and members of the historic preservation review commission, board, or committee, indicating their qualifications, credentials, or expertise in fields related to historic preservation; and,
(6) a copy of the local preservation plan, if available, or a statement of goals and objectives for the preservation program

The requirements for certification of local governments, as described in the Texas Administrative Code, Rule 15.6 (e) (1-5) Rules and Procedures for Certified Local Governments, are presently fulfilled by

(city/county making application)

[check one]

_____ without exception

_____ with exception(s), as follows: [indicate the item(s), above, for which exceptions exist, and explain each, below]

I understand that if my (city/county) is certified, a written certification agreement specifying the responsibilities of the local government will be required and that

(city/county)

will be eligible to apply for special Certified Local Government matching grants to be used for eligible local historic preservation projects.

(Signed by chief local elected official)

(Dated)

Enclosures (as applicable):

- (1) Local historic preservation ordinance
- (2) By-laws of the county historical commission
- (3) List of locally designated properties/districts
- (4) List of identified properties and districts
- (5) Resumes of historic preservation review commission/board/committee members
- (6) Local preservation plan or statement of goals and objectives
- (7) HPO appointment form

Revised 3/26/19



Certified Local Government (CLG) Nominees

- Dr. Robert Mangrum Professor of History, Howard Payne University; Doctor of Philosophy; Master of Arts, American History
Historic Preservation Officer & CLG Committee Member
- Ms. Becky Isbell Director, Brownwood Public Library and Local History and Genealogy Library; Master of Library Sciences and Information CLG Committee Member
- Mr. David Cole Retired 3M Supervisor and 20 year member of the Board of Brown County Museum of History,
CLG Committee Member
- Ms. Beverly Norris Former Curator, Lehnis Railroad Museum; member of Brown County Historical Commission, RF Hardin Museum Restoration CLG Committee Member
- Ms. Crystal Stanley Curator, Lehnis Railroad Museum; Master of Science, specialization in Archives and Digital Imaging
CLG Committee Member

By/pw S