

# Bylaws of the Central Texas Climbing Committee

June 24, 2008

## **Article I. Name**

The name of this body shall be "Central Texas Climbing Committee," which may be abbreviated to "CTCC."

## **Article II. Object**

The object of this body shall be as stated in Article II, "Purpose," of the Charter of the Central Texas Climbing Committee, which see.

## **Article III. Membership**

### **Section 3.01 Size and Term of Membership:**

The membership of this body shall consist of seven (7) individuals, elected to concurrent twoyear terms, starting June 1 and continuing through May 31, as specified in the remaining Sections of this Article.

### **Section 3.02 Election Notice:**

Notification of elections for membership to this body shall be made to recognized climbing societies (see Section 3.03 herein) and to the ERSNA superintendent prior to February 15 of each election year, and such notification shall be posted at ERSNA.

### **Section 3.03 Eligibility and Nomination:**

Any adult resident of the state of Texas shall be eligible for membership, provided that such resident shall be nominated by another such resident, and seconded by a third, within the period of March 1 through March 31 of an election year. There shall be two methods of nomination. The primary nomination process shall be through climbing societies, and society nominations shall be signed by the presiding officer of the climbing society meeting at which the nomination was made. The following societies shall be recognized as endorsing bodies for this purpose:

Central Texas Mountaineers, Austin, TX.  
University of Texas Climbing Club, Austin, TX  
Alamo City Climbing Club, San Antonio, TX  
Texas Mountain Raiders, Houston, TX  
University of Houston Wall Crawlers, Houston, TX  
Texas Mountaineers, Dallas, TX

In addition, at-large nominations shall be accepted, if signed by two endorsers and the nominee. Nominations shall be accepted between March 1 and March 31 of an election year at this address: **Superintendent, Enchanted Rock State Natural Area, Rte. 4, Box 170, Fredericksburg, TX 78624.**

### **Section 3.04 Balloting:**

CTCC shall provide the ERSNA superintendent with a list of valid nominations in the form of a ballot, showing the name and city of residence of each nominee. The ballot shall be posted near the election notification (see Section 3.02 herein) at ERSNA.

### **Section 3.05 Voter Eligibility:**

Any ERSNA user is eligible to vote in a CTCC election.

### **Section 3.06 Voting Period and Location:**

Voting for membership shall take place using the ballot form provided by CTCC (see Section 3.04 herein) during the period of April 15 through May 31 of an election year at ERSNA. Ballots received outside of this period, or submitted by any means other than in person, by the individual voter, at ERSNA, shall not be

accepted.

**Section 3.07 Voter Identification:**

Voters shall be required to present valid photo identification, and only one ballot per voter shall be accepted. If multiple ballots are received from any individual, all ballots received from that individual shall be considered null and void. To maintain voter privacy, identification shall be recorded separately from ballots, each of which shall be marked with a unique identifier. Voter identification shall be used only to prevent multiple voting, and for no other purpose.

**Section 3.08 Tallying of Votes:**

Ballots shall be counted and the votes tallied by the ERSNA superintendent or person(s) authorized by the ERSNA superintendent, and the results posted at ERSNA and forwarded to CTCC as soon as possible after the close of voting

**Section 3.09 Election Winners:**

The top seven (7) votegetting candidates in a given election shall be deemed elected to CTCC membership for the next term. In the event of a tie leading to a situation in which seven winners are not exclusively selected by the popular vote, such tie shall be resolved by a game of chance chosen and executed at the discretion of the ERSNA superintendent.

**Section 3.10 Termination of Membership:**

CTCC members may be terminated by virtue of:

**(a) Resignation**

Any CTCC member may resign at any time by giving written notice, briefly explaining their reason(s) for resignation, to the ERSNA superintendent.

**(b) Lapsing**

Any CTCC member who fails to attend at least one scheduled meeting within any given eightmonth period during which at least three regular meetings are held may be terminated by a vote of twothirds or more of current CTCC members. The lapsing member shall be notified in writing, if his or her whereabouts are known to CTCC, in advance of the meeting at which such a vote is to be taken, and again if the vote is in favor of termination. The ERSNA superintendent shall also be so notified.

**(c) Malfeasance**

Any CTCC member who knowingly violates a major CTCC or TPWD rule, for example by misappropriating CTCC funds, or by placing fixed protection without proper approval by CTCC and TPWD, may be terminated by a vote of twothirds or more of current CTCC members. This does not apply to CTCC policy guidelines, nor to minor violations having little or no impact on natural features and other ERSNA users. A malfeasant member shall be notified in writing, if his or her whereabouts are known to CTCC, in advance of the meeting at which such a vote is to be taken, and again if the vote is in favor of termination. The ERSNA superintendent shall also be so notified.

**(d) Death**

Any CTCC member who dies during their normal term of membership shall be automatically terminated from membership without further action.

**Section 3.11 Replacement of Terminated Member:**

A CTCC vacancy which results from Section 3.10 herein shall be filled by selecting the highest votegetter from the previous election who is not currently a CTCC member. If this person is not available or is unwilling to serve, selection shall proceed to the next highest votegetter until a new member is found. In the event that no new member can be selected by this process, the ERSNA superintendent may choose to either hold a special election using an appropriately modified version of the election process described in this Article, or to allow CTCC to operate with reduced membership until the next scheduled election.

**Article IV. Officers**

CTCC may elect officers from its membership to fulfill responsibilities as outlined in this Article, or other responsibilities as deemed appropriate by the committee

membership. Substantial additions or changes to the responsibilities described herein shall be officially recorded by amending this Article.

#### **Section 4.01 Designated Offices**

The following responsibilities are designated for CTCC officers. Additional temporary responsibilities may be specified from time to time, by vote of the committee membership.

##### **(a) Chair / POC**

This officer shall serve as chairperson for CTCC meeting proceedings, and shall also be the official Point Of Contact (POC) between the CTCC and TPWD. As POC, this officer shall be the only person from which TPWD shall receive official communications from CTCC, such as approved or denied applications for fixed protection. This officer shall also serve as the official voice of the CTCC in public forums, such as web sites and email, through which CTCC may wish to communicate with the climbing community and/or the general public. Official public statements shall be reviewed and approved by CTCC vote prior to public distribution; when necessary such a vote may be taken outside the context of a CTCC meeting, as outlined in Article VI herein.

##### **(b) Vice Chair**

This officer shall fulfill the duties of chairperson if the chairperson is unable or unavailable to perform them, and shall assist the chair with other specific duties as needed. In addition to the Treasurer, this officer shall be a signatory on CTCC financial accounts (see Section 4.01(d)).

##### **(c) Secretary**

This officer shall record the minutes of each CTCC meeting, and provide those minutes to other members as soon as possible after each meeting. This officer shall also be responsible for accurate and complete record keeping regarding all actions taken by the CTCC, and for handing off those records in good form to the succeeding CTCC membership.

##### **(d) Treasurer**

This officer shall be responsible for managing CTCC funds, maintaining bank account(s) and accounts receivable and payable. He or she shall retain possession of checkbooks and other records pertaining to CTCC funds, and shall use these materials and funds solely as approved by vote of the CTCC membership. The appropriate collection and use of funds is primarily related to the annual Granite Gripper climbing competition at ERSNA, and may also include disbursement of funds to support maintenance of fixed anchors at ERSNA, and/or other ERSNA climbing-related causes as approved by vote of the CTCC membership.

The Treasurer shall be the primary signatory on CTCC accounts. As backup to the Treasurer, the Vice Chair shall be a second signatory on all accounts. Both officers shall have separate individual access to the accounts, and under normal circumstances, only the Treasurer shall receive or disburse funds and maintain financial records.

##### **(e) Information Officer**

This officer shall be responsible for maintaining and updating the layout and content of all material on CTCC web site(s). Information disseminated through web sites shall first be reviewed and approved by CTCC vote, except pending route applications and CTCC approval or disapproval of such applications, which may always be disseminated freely. A vote to approve information dissemination may when necessary be taken by email or phone, outside the context of a CTCC meeting, as outlined in Article VI herein.

#### **Section 4.02 Normal Term of Office**

The normal term of office for any officer shall be from the time of election as an officer until his or her current term of CTCC membership ends. Subsequent to any normally-scheduled CTCC membership election, a CTCC meeting shall be convened at the earliest convenience of the elected membership, and all offices shall be considered vacant as of the start of that meeting. Outgoing officers

shall return all CTCC materials at that meeting, including but not limited to meeting records and other items held by the Secretary, financial records, checkbook(s) and related items held by the Treasurer.

#### **Section 4.03 Removal From Office**

An officer may be removed from office by a two-thirds vote of the committee if the membership believes that the officer is not fulfilling his or her responsibilities in an appropriate manner. Removal proceedings, if undertaken, shall be first moved and approved by a majority vote at a CTCC meeting at least one month prior to the meeting at which the vote for removal is to take place. An officer whose removal is pending shall be notified in writing as soon as possible after such motion has passed, if his or her whereabouts are known to CTCC. Subsequent to an affirmative vote for removal, such removal shall be effective immediately.

### **Article V. Meetings**

CTCC shall hold meetings on a regular basis, at least four (4) times per year. The second Thursday of each evennumbered calendar month (February, April, June, August, October, and December), at 7:30 PM, shall be the normally scheduled meeting date and time. This schedule may be modified as necessary in order to maximize the participation of CTCC members.

Meeting locations shall be chosen by CTCC members, and shall approximate as closely as reasonably possible the geographical distribution of CTCC membership. Meetings shall be open to official TPWD representatives on request, and to other individuals outside CTCC at the discretion of CTCC. Reasonable advance notification of meeting times and locations shall be given to all available CTCC members.

A quorum meeting shall consist of a minimum of five (5) CTCC members. Working sessions may be held if fewer members are present, but official action may not occur at such working sessions. A permanent written record, including date, time, location, and list of attendees, shall be kept of all meetings at which any official action occurs. Member proxies are not allowed at CTCC meetings (see Article VI herein for a discussion of absentee voting).

### **Article VI. Conduct of Business**

The first order of business at any CTCC quorum meeting shall be to discuss the agenda for that meeting. Review of pending applications for fixed protection at any such meeting is mandatory, as discussed in Article VIII herein.

Many CTCC actions, such as voting on applications for fixed protection, require a vote of some portion of the current membership, rather than of those present at a meeting. Written absentee votes on specific issues shall be acceptable at a quorum meeting if: (1) a member voting absentee identifies clearly in writing the issue being voted on, and their vote, and (2) such a written absentee vote includes the signature of the absentee voting member.

All CTCC actions not otherwise specified in these Bylaws may be remanded to written vote outside of CTCC meeting context, given a majority vote of those present at a meeting. Such written votes must be submitted to the designated POC (see Article IV herein), in a form that clearly identifies the issue being voted on, and must include the signature of the voting member.

Selected CTCC actions may, only as specified within these Bylaws and following a majority vote to do so by the members present at a CTCC meeting, be voted on outside of CTCC meetings in person, by telephone or in electronic form. Such votes must be received by the designated TPWD contact (see Article IV herein), and must be submitted directly by each voting member. In particular, votes to approve or disapprove applications for fixed protection (see Article VIII herein) may be accepted in this manner.

No vote on CTCC action may be taken outside of a CTCC meeting, unless CTCC

has passed a motion to accept such a vote (as described in one of the preceding two paragraphs) at a CTCC meeting at which a quorum is present. Exception: in order to promote the flow of information from CTCC to the public, approval by the membership of proposed public statements by the POC (see Section 4.01(a) herein), or information to be distributed via the CTCC web site(s) (see Section 4.01(e) herein), may be decided without a specific prior vote at a CTCC meeting, providing that such matters are communicated to all CTCC members in a timely and effective fashion.

## **Article VII. Parliamentary Authority**

The official authority for parliamentary procedure at CTCC meetings shall be the most recent edition of Robert's Rules of Order. Meetings in general shall be conducted informally, due to the small membership; however, disputes and other matters shall be resolved as necessary in a reasonable manner according to the guidelines stated in said parliamentary authority. During the course of a CTCC meeting, the Chair may appoint a parliamentarian for the duration of the meeting, as needed.

## **Article VIII. Protection Application Procedure**

CTCC shall maintain a written application form to be used when applying for the placement of fixed protection at ERSNA. This form must be used by all parties who wish to place any fixed protection, or to take any climbing-related action which may permanently alter any natural formation at ERSNA, except as specified by Article IX herein. Submitted applications may use the provided form or any variant thereof, as long as the following information is included (no exceptions):

1. Precise location(s) of proposed fixed protection, including the general area, nearby existing climbs, and specific position of each piece of fixed protection to be placed.
2. Specific type and size of hardware, and sealant to be used for each proposed piece of fixed protection.
3. Signatures of all applicants.

The application form provided by CTCC shall include information about submission deadline(s) and the schedule for application consideration. CTCC shall render a decision according to the stated schedule, and shall inform the applicant(s) of their decision as soon as possible. An evaluation form, including a record of CTCC member votes and space for TPWD comments and signatures, shall be included with each CTCC-approved application when it is submitted to TPWD.

With the sole exception of filling vacancies for CTCC offices, the first item of new business at any CTCC quorum meeting shall be the consideration of pending applications for placement of fixed protection. (In the event there are vacant CTCC offices at a meeting, these may be filled first, followed by consideration of pending applications for placement of fixed protection.) An application shall be pending if it was submitted in acceptable form (see preceding portion of this Article) to CTCC a week or more before the meeting, and it has not yet been approved or disapproved.

CTCC approval of an application requires a vote of two-thirds of the CTCC membership, which may be collected outside of CTCC meetings, either in writing or by voice, as specified by Article VI herein. Submission of CTCC-approved applications shall be made by the designated contact (see Article IV herein), to the superintendent of ERSNA as soon as possible. Upon receipt of a final decision from TPWD, CTCC shall notify the applicant(s) of the decision as soon as possible. This notice shall include a written authorization to place fixed protection, naming the applicant(s), if the TPWD decision was for approval.

CTCC may develop a set of guidelines, subject to TPWD approval, to define specifics of operational policy which are not in conflict with in these Bylaws or with the CTCC Charter.

## **Article IX. Other Fixed Protection**

CTCC may take action on the following without written application; however these actions shall require prior notification and verbal authorization from the superintendent of ERSNA:

- Removal of unsafe or unauthorized fixed protection at ERSNA.
- Replacement of unsafe fixed protection at ERSNA.

CTCC may take action on the following without written application; however these actions shall require prior notification and review, followed by written authorization from the superintendent of ERSNA:

- Placement of fixed protection for rappel or belay anchors at ERSNA.

## **Article X. Amendment of Bylaws**

Any part of this Bylaws document may be amended by a vote of twothirds or more of the CTCC membership (subject to TPWD approval). Temporary, specific Bylaws exceptions or modifications may be made by a majority vote of the CTCC membership for the duration of a meeting.

## **Article XI. Glossary**

The following definitions shall apply throughout this document:

belay anchor - Fixed protection, usually in pairs, intended to be used primarily for belay purposes, i.e. to attach climbers and equipment involved in protecting other climbers while they climb.

Bylaws (of CTCC) - This document, which constitutes the primary written authority regarding the makeup and activities of the Central Texas Climbing Committee. Subordinate to the *Charter of the Central Texas Climbing Committee*.

Central Texas Climbing Committee - The body which maintains and operates under these Bylaws; an advisory body to TPWD regarding climbing-related issues.

climbing - In precise terms, ascent of the rock. Generally used herein to encompass any activity that involves ascending or descending the rock by any means.

climbing equipment - Any item not occurring naturally which is used in the process of ascending or descending the rock; for example: bolts, pitons, slings, carabiners, and ropes.

CTCC - The Central Texas Climbing Committee.

CTCC Charter - the Charter of the Central Texas Climbing Committee, a document which governs the existence of this body and these Bylaws.

designated POC, designated CTCC point of contact - CTCC member who acts as the sole official point of contact between CTCC and TPWD.

Enchanted Rock State Natural Area - A TPWD facility located southwest of Llano, Texas.

ERSNA - Enchanted Rock State Natural Area.

ERSNA superintendent - TPWD official who manages the operations of TPWD at ERSNA.

ERSNA user - Any visitor to ERSNA.

election year - A year in which a CTCC election is held.

fixed protection - Any item of climbing equipment which remains in place, or which in any way permanently alters natural formations by its presence or placement.

rappe - Descending on an anchored rope, using friction to control the rate of descent.

rappe anchor - Fixed protection, usually in pairs, intended to be used primarily for rappeling purposes, i.e. to attach equipment involved in supporting ropes used to descend.

removal (of fixed protection) - Removal from the rock of anchors, usually followed by application of sealant.

replacement (of fixed protection) - Removal of fixed protection, followed by placement of new fixed protection in nearly the same location.

retro - Addition of new fixed protection to an existing climbing route.

Texas Parks and Wildlife Department - The branch of the Texas state government which manages the acquisition, development and operation of Texas state parks and natural areas.

TPWD - The Texas Parks and Wildlife Department.

**Acceptance of Bylaws of the  
Central Texas Climbing Committee  
6/24/2008**

Name  
Date

Signature

*CTCC Members:*

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