

## Comstock Grizzlies Bylaws



**DRAFT SUBMITTED TO THE GENERAL MEMBERSHIP**



**APRIL 17, 2010**

**Revised on 01/30/11**

### **Article 1      Definitions**

#### **Section 1      The Club**

The purpose and scope of the Comstock Grizzlies and its general membership (hereinafter referred to as "the Club") is to organize events and activities which provide for the social enjoyment and camaraderie of its members, and to provide resources (financial and otherwise) to selected charitable organizations. The club does not practice exclusivity. The club has been organized pursuant to the laws of the State of Nevada for Not for Profit organizations.

#### **Section 2      The Club's fiscal year**

The Club's fiscal year shall be the first day of January through the last day of December.

#### **Section 3      The Board of Directors**

The purpose and scope of the Club and its Board of Directors (hereinafter referred to as "The Board") is to administer and maintain the business of the club. Any action of The Board shall stand as valid unless challenged and overturned by a two-thirds majority of active club members.

#### **Section 4      Member in good standing**

A member in good standing must be at least 21 years of age (due to alcohol being available at some club sponsored events) whose dues are current, has no outstanding financial obligations to the club, and acts in a manner which does not defame or undermine the integrity of the club.

### **Article 2      The Club**

#### **Section 1      Membership**

Club membership may be obtained by completing a membership application and paying the dues as set by The Board. Membership shall remain active as long as all dues and obligations are paid. A grace period of 30 days is allowed for receipt of dues. Following the grace period membership privileges will not be honored. This grace period does not cover the privilege of voting. Membership cards shall be provided to members.

##### **A.      Dues**

The Board of Directors establishes membership dues. Dues may be changed by the Board with a 30 day notice to the general membership.

#### **Section 2      Revocations of Membership**

Membership may be revoked for members deemed not in good standing. Revocation of membership requires a review and a majority vote of the board members.

**Section 3 Activities and Events**

The official event of the Club, as established by The Board, is the regular monthly membership meeting. This meeting is to be held on the 3<sup>rd</sup> Saturday of each month unless approved by a majority of the membership. Individual members are responsible for forming committees to carry out activities and events. The resources of the Club shall be available, at the discretion of The Board, for individual members to organize events and activities.

**Section 4 Committees and Chairs Annual Review**

A review of Committees and Chairs will be undertaken soon after the new Board is convened, each year. The Board has the authority to appoint, re-appoint, and replace committee chairs and members at its discretion. Committee members and chairs must be members in good standing in the club.

**Section 5 Committee Approvals**

The planning committees shall require board approval by majority vote on all major changes to events or club representations. The Board shall define major changes. Examples would include, but would not be limited to, event names or club logo changes. The Board will determine if changes are of a significant enough nature to be sent to the membership for a period of comment.

**Article 3 Associated Groups / Clubs**

**Section 1 Definitions**

An associated group or club is defined as any group of people wishing to use the Comstock Grizzlies resources yet retains a level of independence. Affiliated groups may become self sufficient or separate by creating their own set of bylaws and registering with the state in which their resident agent resides.

**Section 2 Membership**

All members shall meet requirements set in articles 1 and 2 above. Associated members shall be afforded all rights and privileges set herein.

**Article 4 Board of Directors**

**Section 1 Composition of The Board**

The membership of The Board shall consist of five voting members. All members shall be elected by a majority vote of all club members in good standing via a secret ballot election held during the December General Membership Meeting or proxy ballot.

**Section 2 Status of Board Positions**

Membership on The Board is personal and shall not survive the death of any individual member and may not be transferred by any means.

**Section 3 Determination of Board Eligibility**

Any active member of the Club in good standing may run for a position on The Board. As established in Article 2 Section 1, a Board Member is not allowed to vote during the 30-day grace period.

**Section 4 Elected Terms of Office**

Board Members elected in December shall begin serving January first each year. Term of office will be for one year. There is no limit on the number of consecutive years any person may hold any elected office.

**Section 5 Vacancies**

If a vacancy on The Board should occur due to resignation, termination, disability, or death, a new Board Member shall be appointed by a majority vote of the remaining Board Members, from the ranks of the general members. This Board position shall last until the next election when the incumbent will be replaced.

**Section 6 Remuneration**

No Board Member shall receive remuneration of any kind for serving on The Board.

**Section 7 Removal of Board Member**

Membership on The Board may be terminated for one or more of the following reasons:

1. Theft of money or merchandise from the Club;
2. Failure to actively participate in Board activities.
3. Non-attendance of three consecutive General Membership Meetings without prior notice to the President. Removal from The Board shall require a majority vote of the Board.
4. Failure to pay dues within the 30-day grace period.

**Section 8 Selection of Board Officers**

The officers of The Board shall be President, Vice President, Administrative Secretary, Treasurer, and Sergeant at Arms. The Board may create additional official service positions, as it deems necessary.

**Section 9 Board Officer Responsibilities**

**A. President**

The President shall officiate at General Membership Meetings and represent the Club in an official capacity at any public events at which the Club is present. The President shall serve as the executive officer of The Board, shall communicate with and coordinate the activities of the various Club committees and groups, and shall make decisions on matters of Club business when: 1. The Board cannot come to a decision or, 2. There is an emergent need, which might result in material damage to the Club or to the reputation of the Club. Any such emergency shall be reported to the club and validated at the next General Membership Meeting.

**B. Vice President**

The Vice President shall assume the duties of the President whenever the President is not available.

**C. Administrative Secretary**

The Administrative Secretary shall keep records of the official proceedings of The Club (Minutes); official copies of Incorporation papers, Bylaws, and Resolutions to Bylaws; and prepare the monthly Agenda in consultation with the President and Board Members. The Administrative Secretary shall officially correspond in behalf of The Board via U S Mail and e-mail. The Administrative Secretary shall be the official correspondent for Club members, other Bears clubs, external organizations, and local and national media. They shall also maintain official membership records and report regularly to The Board on the status of membership. The Administrative Secretary shall send and receive membership applications and renewals, and receive the paid membership report from the Treasurer. The Administrative Secretary shall provide selected membership information necessary to the business of the Club to other Board Members and Web Master.

**D. Treasurer**

The Treasurer shall receive and be accountable for all funds; pay all obligations incurred by The Board; maintain banking accounts; render monthly financial reports; prepare and submit annual financial reports to the appropriate government agencies; and maintain accurate and timely records in accordance with generally accepted accounting principles. Decisions on major expenditures, above routine expenditures of conducting business, shall require affirmation by General Membership via recorded vote on a motion from any Member in good standing.

**E. Sergeant at Arms**

The Sergeant-At-Arms keeps the General Membership Meetings in order. If the members get too noisy, the Sergeant-At-Arms calls for order. The Sergeant-At-Arms attends the General Membership Meetings. If not able to go, they should let the president know before the meeting so someone can be appointed take their place. The Sergeant-At-Arms helps when needed or asked.

**F. Appointed Service Positions**

1. Road Captain
2. Web Master

**Section 10 Board Meetings**

Board meetings shall be held whenever deemed necessary at a day, time, and location determined by The Board and as advertised to the general membership. Board meetings shall be open to all members. Board meetings will be conducted by the President according generally to the rules of the current edition of Robert's Rules of Order (Simplified versions may be used). The Board may meet in a closed Executive Session to discuss personal confidential issues, generally related to a Board Member's service, when such a session is requested by the President and approved by a majority of The Board Members.

**Section 11 Quorum**

A quorum for Club business shall consist of one-quarter and at least 2 must be Board Members. If a quorum cannot be established, Club business shall be postponed until the next month General Membership Meeting.

## **Article 5 SUBMISSION POLICIES AND GUIDELINES FOR WEB SITE**

### **Section 1 COMSTOCK GRIZZLIES VALUES STATEMENT**

Comstock Grizzlies publications, online groups and web site are run for the benefit of the Comstock Grizzlies Membership. Policies and Guidelines are designed to ensure these vehicles promote Bear values of acceptance and non-discrimination. Decisions about publishing articles, submissions and requests for publicity first take into account the general interests of the Bears Membership.

Decisions about publishing and promoting other community events and groups will be made, space permitting, at the sole discretion of the General Membership. Publicizing this information is done as a community service, and the Board reserves the right to accept, reject, and edit for brevity submissions within the club policies. Events, publicity, submissions, news items and letters that do not meet our PUBLICATION VALUES STATEMENT will NOT be published.

In order to respect our membership, publication content, graphics and photos will be measured against the following criteria. The Web Master will bring issues of concern to the General Membership for consensus, and if in doubt will raise them to a vote.

The following will not be considered as appropriate photos, graphics or content in Comstock Grizzlies publications / web sites / online groups:

- Photos, graphics showing full frontal or rear nudity.
- Photos, graphics or articles of/about members that would have the potential to risk job security or cause community embarrassment.
- Criticisms of members by other members such as flaming in online groups.
- Purely commercial content, or Spam, unless in paid advertisements as allowed by Club Policies.
- Explicit and graphic sexual content or advertisements.

All guidelines that follow are governed by these standards, which can be reviewed and amended by the Board of Directors.

### **Section 2 COMSTOCK GRIZZLIES EVENTS & CLUB MEDIA VENUES**

The primary focus of the Comstock Grizzlies media venues are to provide members with information on upcoming events sanctioned by the Club for the benefit the members and the Comstock Grizzlies charities.

The Comstock Grizzlies Calendar in Web Site Upcoming Events page will primarily promote Comstock Grizzlies Club sanctioned events.

Space permitting, events hosted by Comstock Grizzlies Members, as well as Community Events, those of general community interest and those oriented to the Bear Community but which charge a fee, will be publicized under the category of Community Events.

The Comstock Grizzlies do not recommend, review or sanction Community events, but does reserve the right to not publish events that do not meet the Club Publication Values policies.

### **Section 3 COMMUNITY & MEMBER RELATIONS**

In the interest of member and community relations, additional space will be provided as noted below.

#### **A. COMMUNITY EVENTS**

Events within the gay community of general interest, and those which are promoted with a fee or donation for admission, whether hosted by the Comstock Grizzlies Members or not, but which are of general interest to the Bear Community will be considered for inclusion in Comstock Grizzlies media venues based on relevance to the membership and space permitting. Purely commercial events and promotions will only be considered if they have clear relevance to the Bear Community, and on a space-permitting basis. These events will be titled COMMUNITY EVENTS.

#### **B. COMMUNITY NEWS**

News items, which are of general interest to the membership of the Comstock Grizzlies, will be published, space permitting, at the discretion of the Web Master.

Primarily, in the interest of timeliness, the Comstock Grizzlies will utilize the Web Site, on a web link from the Comstock Grizzlies Web Site called Community News to publish relevant news items. Publicizing this information is done as a community service, and the Web Master and Board reserve the right to accept, reject, and edit for brevity submissions within the club policies.

The Board of Directors has not reviewed the content of submissions for accuracy of facts and does not represent them as the opinion of the Comstock Grizzlies or its Membership.

### **Section 4 MEDIA OUTLET SUBMISSION PROCESS AND POLICIES**

#### **A. COMSTOCK GRIZZLIES WEB PAGE**

A web page menu for COMMUNITY EVENTS as well as COMMUNITY NEWS of general interest to Bears Members and space permitting to the Gay community will be provided. For space considerations, the Web Master, acting on behalf of the Comstock Grizzlies Board of Directors, reserves the right to edit for space and brevity.

Contact the Web Master at [admin@comstockgrizzlies.com](mailto:admin@comstockgrizzlies.com) to submit events and community news items to those pages.

## **B. COMSTOCK GRIZZLIES YAHOO GROUP**

The primary purpose of the Comstock Grizzlies Yahoo group is to publicize upcoming events sanctioned by the Club. This online group is designed to facilitate communication to the Comstock Grizzlies Membership. When there are important club announcements from the President and Board Members of general member interest, additional E-Announcements will be published on an as needed basis. The Comstock Grizzlies may establish additional online groups for the sole use of its membership and the activities of the Board of Directors as required.

E-Announcements will be edited for content and brevity. Announcements will go out two weeks before each event in a digest form, with instructions for Club Members on how to access event information at any time.

Alternate venues on the Comstock Grizzlies website and Community Events where members and the public can easily access non sponsored events as well as Club events. Contact the Webmaster at [admin@comstockgrizzlies.com](mailto:admin@comstockgrizzlies.com) to submit events to those pages.

## **Article 6 General and Miscellaneous**

### **Section 1 Loans**

The corporation shall make no loans nor borrow money. The Board may advance monies to Committees from time to time as necessary to conduct business.

### **Section 2 Board Resolutions**

Resolutions of The Board shall be construed as changes or additions to established Bylaws. Such Resolutions shall be incorporated into the Bylaws when the newly convened Board reviews the Bylaws each year. The effective date of Resolutions shall be the day on which The Board approved them. A special committee, consisting of board and non-board members, shall conduct bylaws review. The membership shall be allowed 30 days following presentation to The Board by the Bylaws committee to review the Bylaws proposals and make suggestions.