

**Fort Wayne Turners
3636 Parnell Avenue
P.O. Box 5013
Fort Wayne, IN 46895**

Founded March 10, 1865

CONSTITUTION AND BY-LAWS

Reprinted August, 2015

**This Constitution & By-Laws includes Amendments dated:
02/71; 02/73; 03/73; 06/80; 08/80; 04/82; 06/87; 02/88; 11/89;
12/91; 02/01; 02/02; 1/08 and 8/15**

CONSTITUTION

ARTICLE I- C

Platform:

- A. The Society adheres to the platform and Constitution of the American Turners.
- B. The Society is incorporated under the laws of the State of Indiana, as a nonprofit organization.

ARTICLE II- C

Name and Objectives:

- A. The Society is named The Fort Wayne Turners Inc.
- B. The objectives of the organization are to create and offer activities which promote the physical and mental health of its members and their families, to promote the intellectual development and cultural awareness of its members and their families, and to offer opportunities for recreation for its members and their families.

ARTICLE III- C

Implementation of Objectives:

- A. Health and Physical Education: The society offers activities for men, women and children and urges its members to participate in these activities.
- B. Cultural Education: For the furtherance of Cultural Education there shall be conducted lectures, debates, instruction in educational subjects, entertainment for our members and participation in the movements as advocated in the Bylaws of the American Turners.

ARTICLE IV- C

Affiliations:

- A. The Fort Wayne Turners shall maintain its membership in the American Turners, a national voluntary organization. The members of the Fort Wayne Turners shall pay per capita taxes levied by the American Turners and the Central States District of the American Turners and other charges as they become due.

ARTICLE V- C

Membership:

- A. An applicant may become a member of the organization in accordance with this Constitution and by-Laws providing he/she is of good character and must be a citizen of the United States or a lawfully admitted resident alien. No candidate for membership may be denied membership on the basis of the candidate's gender, race, religion or country of origin. Candidates for membership, if not citizens by birth or by naturalization, shall possess a legal residency visa.
- B. An applicant for membership must provide the information required by the application for membership form of the American Turners/Fort Wayne Society.
- C. Upon the report of the membership committee the applicant shall receive the benefit of the ballot at the next regular meeting of the Society, and shall be considered a member unless 1/3 of members present vote against him/her.
- D. A member of another organization, which is affiliated with American Turners, may transfer to this organization in accordance with Bylaws of American Turners.
- E. The membership committee shall investigate all applicants for membership, and their applications with the committee's recommendations endorsed thereon shall be submitted to the Board of Directors at its next regular meeting for consideration

and recommendation. The names of applicants shall be posted on the bulletin board for at least two weeks prior to the membership meeting at which the applications are to be considered.

- F. Applications for membership from applicants who have been previously rejected shall not be accepted for a period of six months following the date of rejection.
- G. Wherever a masculine pronoun occurs in the Constitution or By-Laws, the addition of the feminine form of the pronoun shall be assumed.

ARTICLE VI- C

Administration:

- A. The affairs of this Society shall be conducted in accordance with its Constitution and By-Laws by a Board of Directors which shall include the President, 1st Vice President, 2nd Vice President, Treasurer, General Secretary, Financial Secretary and four Trustees, all of whom shall be designated as "Officers" of the Society.
- B. The President, 1st Vice President, 2nd Vice President, Treasurer, General Secretary, Financial Secretary and one or two Trustee(s) shall be elected annually by ballot. The Trustee shall be elected for a period of three years.
- C. Complete records of the transactions of the Board of Directors shall be kept, and they shall be available for inspection by any member at any reasonable time.
- D. The Board of Directors shall meet regularly as stipulated in the By-Laws.
- E. Upon request to the President, any member may attend any portion of a Board of Director's meeting during which deliberations in which he/she has an interest are to be held.
- F. At any regular meeting of the Society the membership shall have the power by 2/3 vote to change, alter, modify or revoke any action taken by the Board of Directors previous to the meeting.
- G. Major Asset expenditures beyond a dollar amount, stipulated in the By-Laws, Article X, shall not be made except as approved by the General Membership.
- H. The employment of all paid personnel shall be subject to approval of the Board of Directors.

ARTICLE VII- C

Nomination and Election of Officers:

- A. Within 30 days after the November meeting at which he/she was elected, the President shall appoint a Nominating Committee chairperson who shall select three members, none of whom shall then be a member of the Board of Directors.
- B. The Nominating Committee shall nominate eligible candidates for each vacancy to be filled, and this slate shall be posted on the bulletin board 10 days prior to the October general membership meeting.
- C. At the general membership meeting in October, the Presiding Officer shall ask for additional nominations from the floor. In order to be valid, the nominations must be seconded and must be accepted by the nominees prior to adjournment of the meeting. Acceptance may be verbal or by signed statement. Nominations thus made shall be referred to the Nominating Committee, and the names of the nominees shall be added to the slate. Any nominee for the office of President must have served at least one year on the Board of Directors.
- D. The complete slate shall be posted on the bulletin board for a period of 20 days prior to the day of the November meeting.

- E. After the complete slate has been posted, the General Secretary shall cause the name of all candidates to be printed on a ballot. The ballot so printed shall be available at the Turner Society during the balloting hours listed in G, together with a short biographical sketch of each candidate. No other form of ballot other than the one herein provided shall be voted or counted.
- F. The election shall be publicized in the monthly newsletter and on the website.
- G. The ballots shall be available at the Turner Society on the Friday, 5-9 p.m.; Monday, 5-9 p.m.; Tuesday, and Wednesday, 5-7 p.m. prior to the election at the November meeting.
- H. The voting rules are as follows:
 - 1. Only members in good standing are permitted to vote; their names will be on a master list compiled by the Membership Chairperson.
 - 2. Voting by proxy is prohibited.
 - 3. A Voting Regulatory Committee, appointed by the President, shall be present to regulate the distribution of the ballots, verify the signing of the Master Voting List, and the deposit of the ballots. The committee person verifying the member's vote shall then initial behind the voter's name on the Master Voting List.
 - 4. The member requesting the ballot will sign his/her name on the master voting list, mark the ballot, and deposit it before leaving the premises. No ballots will leave the premises.
 - 5. If a member cannot come to the club during the specified voting times, he/she may request a ballot from the Membership Chairperson. The Membership Chairperson shall provide the ballot(s), along with a ballot envelope marked with the appropriate number of ballots allowed. The ballots must be returned to the club in the ballot envelope to be counted. The Membership Chairperson shall indicate a mailed ballot beside the person's name on the Master Voting List.
 - 6. At 7:00 p.m. in the evening of the November meeting, the ballot box shall be removed to a room secured against entry by anyone except members of the election committee, and the election committee shall determine by counting the votes, the identity of the successful candidates for office.
 - 7. The chairman of the Voting Regulatory Committee, when asked by the presiding officer of the November meeting, and in the presence of the other members of the election committee, shall announce names of the successful candidates and total number of ballots, and the General Secretary shall duly record the announcement in the minutes of the meeting.
 - 8. The presiding officer shall instruct the election committee to destroy ballots.
- I. The Presiding officer shall conduct the installation of the successful candidates by asking them if they will "adhere to the platform and objectives of Fort Wayne Turners and its Constitution and By-Laws". Upon affirmative response, the presiding officer shall declare the successful candidates to be duly elected to the offices for which they were nominated.
- J. Newly elected officers shall attend the Board of Directors meeting in December, along with the current Board of Directors. The terms of office shall begin in January and shall continue until successors are elected and begin their terms of office.
- K. The presiding officer shall dismiss all committees effective December 31 of the current year.

VIII- C

Duties of Officers:

A. President:

It shall be the duty of the President to represent the Society in all its undertakings, to preside at the meetings of the Society and the Board of Directors, to sign all documents in conjunction with the General Secretary, to execute all orders on the Treasury in conformity with the Constitution and By-Laws, to report the condition of the Society at its regular meetings, to vote when there is equality of votes and to appoint all standing and special committees. Standing committees shall be appointed within 30 days after the November meeting. The President shall take office in January.

B. 1st VICE PRESIDENT:

It shall be the duty of the 1st Vice President to assist the President and in his/her absence take his/her place and assume the responsibilities of his/her office. He/she shall oversee all insurance matters. He/she shall also supervise the Awards Dinner and Johnny Appleseed parking.

C. 2nd VICE PRESIDENT

It shall be the duty of the 2nd Vice President to keep himself/herself informed regarding the duties of other officers and assist in case of their absence, incapacitation or resignation as directed by the President. In event of the absence of the President and 1st Vice President, he/she shall preside at membership meetings and Board of Directors meetings. He/she will be in charge of the Society's calendar and scheduling of all events.

D. GENERAL SECRETARY:

It shall be the duty of the General Secretary to record the minutes of all meetings of the Society and the Board of Directors, to maintain a file of all correspondence and minutes, to respond to all correspondence in accordance with the intentions of the Board of Directors and to sign all documents in conjunction with the President.

E. FINANCIAL SECRETARY:

It shall be the duty of the Financial Secretary to verify receipts and disbursements from the point of sale system. He/she shall submit an income statement for the previous month's operations at each general membership meeting.

F. TREASURER:

It shall be the duty of the Treasurer to pay all bills approved for payment by the Board of Directors, to maintain accounts in the bank selected by the Board of Directors, to keep track of account balances, to transfer funds from account to account as required to cover expenses, to categorize income and expenses appropriately and to perform tasks necessary for the everyday running of the club.

The Board of Directors shall retain a Professional Accountant to keep track of all transactions and produce monthly, quarterly, and year-end financial reports. The Accountant is to make sure all tax liabilities/responsibilities are adhered to, will coordinate all expenses and income by referring to account activities as logged and categorized by the Treasurer and a report/spreadsheet generated by the Day Bartender. The Accountant will work with the Treasurer as required and will provide the Treasurer and/or Board of Directors with the necessary paperwork to comply with tax requirements.

The Treasurer or his/her representative will provide the Accountant (or Payroll Service, if applicable) with the necessary information to allow the Accountant/Payroll Service to produce by-weekly paychecks. The Treasurer or his/her representative will collect, sign paychecks, and make them available for employees to collect by Thursday morning of each pay week.

The Treasurer will give a monthly report at the General Meeting, post a copy of the report on the bulletin board, and file a copy for reference in the Treasurer's log book in the office.

The Treasurer will coordinate with the Bar Trustee, Kitchen Trustee, Maintenance Trustee and Athletic Trustee to make sure proper, timely permits and/or inspections are obtained as required. It is the responsibility of the individual Trustee to do the paperwork for each required permit and/or inspection, and the responsibility of the Treasurer to work with each Trustee to make sure this is done in a timely manner and all fees are paid as required.

Any member may request to inspect any of the various reports provided by the Treasurer and/or Accountant. The information will be made available to the member for inspection within a reasonable time frame. This availability does not necessarily mean the materials can leave the premises.

All funds earned on Turner property belong to Fort Wayne Turners.

F. TRUSTEES:

The Trustees shall be elected for a three-year term and shall be identified as Maintenance Trustee, Kitchen Trustee, Bar Trustee and Athletic Trustee. They shall be responsible for the business management of their respective areas. They will cooperate in the management of the Society's property, maintaining the same in good condition and maintaining a complete and accurate inventory of the Society's property and goods. They may spend up to \$500.00 monthly for legitimate minor expenses without prior approval of the Board of Directors.

ARTICLE IX- C

Standing Committees:

A. All committee functions shall be subject to the rules of the Board of Directors, and all committees shall report their activities at each meeting of the general membership and Board of Directors. It shall be the duty of the committee chairperson to submit reports required by the National and District offices to the General Secretary for transmittal.

B. HEALTH AND PHYSICAL EDUCATION COMMITTEE:

It shall be the duty of this committee to oversee and promote activities for men, women and children. It shall have control of all matters pertaining to Physical Education, Athletics, Gymnastics and all events connected with this department.

C. CULTURAL EDUCATION COMMITTEE:

It shall be the duty of this committee to promote lectures, debates, musical presentations, theatricals and other such activities that contribute to the furtherance of mental efficiency.

D. ENTERTAINMENT COMMITTEE:

It shall be the duty of this committee to arrange and manage all entertainment.

E. MEMBERSHIP COMMITTEE:

It shall be the duty of this committee to make diligent and careful inquiry into the character and eligibility of candidates for membership and to acquaint the candidate with the aims and objectives of the Society. It shall announce each application to the general membership at its monthly meeting and recommend acceptance or rejection of the candidate as determined by its investigation.

F. MEMBERSHIP SECRETARY:

It shall be the duty of the Membership Secretary to maintain the database of member names adding and deleting names as necessary, to send invoices to all members by November 15 requesting payment of dues by January 31, to order 25 and 40 year awards from National Turners, and to update National Turner records.

G. PUBLICATIONS COMMITTEE:

It shall be the duty of this committee to publicize the activities of the Society and be responsible for all publications and printed matter.

H. AUDITING COMMITTEE:

It shall be the duty of this committee to audit the books and reports of officers, employees and committees of the Society and report to the Board of Directors regarding them.

I. BOWLING COMMITTEE:

It shall be the duty of this committee to organize, conduct and govern all activities pertaining to bowling.

J. NOMINATING COMMITTEE:

This committee shall function, as set forth in Article VII-C.

K. AWARDS COMMITTEE:

The Awards Committee shall formulate programs for honoring members who have performed meritorious service and shall administrate those programs after the General Membership has adopted them.

K. GOLF COMMITTEE:

It shall be the duty of this committee to organize, conduct and govern all activities pertaining to golf.

L. HISTORIC COMMITTEE:

It shall be the duty of this committee to organize, conduct and govern all activities pertaining to the history of Fort Wayne Turners.

M. GERMANFEST COMMITTEE:

The committee will consist of 2 people, who will attend Germanfest meetings with the other clubs and the Board of Directors shall appoint 4 additional members to be responsible for calling and obtaining volunteers.

N. FUND RAISING COMMITTEE

The committee will consist of 3 people who will organize and govern at least three fundraising activities per year.

ARTICLE X- C

Liability and Indemnification of Officers and Employees of the Fort Wayne Turners

- A. The Officers shall not be personally liable for the debts, liabilities or other obligations of Fort Wayne Turners.

- B. To the extent that a person who is, or was, a director, officer, employee, or other agent of Fort Wayne Turners has been successful on the merits in defense of any civil, criminal, administrative or investigative proceeding brought to procure a judgment against such person by reason of the fact that he or she is, or was, an agent of Fort Wayne Turners, or has been successful in defense of any claim, issue or matter, therein, such person shall be indemnified against expenses actually and reasonable incurred by the person in connection with such proceeding.
- C. If such person either settles any such claim or sustains a judgment against him or her, the indemnification against expenses, judgments fines and settlements, and other amounts reasonable incurred in connection with such proceedings shall be provided by Fort Wayne Turners, but only to the extent allowed and in accordance with the requirements of Indiana Nonprofit Benefit Corporation Law.
- D. The Board of Officers may adopt a resolution authorizing the purchase and maintenance of insurance on behalf of any agent of Fort Wayne Turners (including officers, employees or other agents) against any liability other than for violating provisions of law related to self-dealing or equivalent By-Law of the Indiana Nonprofit Public Benefit Corporation Law asserted or incurred by the agent in such capacity or arising out of the agent's status as such, whether or not Fort Wayne Turners would have the power to indemnify the agent against such liability under the provisions within the Indiana Nonprofit Public Benefit Corporation Law.

ARTICLE XI- C

Negligence to Duty and Appointment to Vacancy:

- A. If any member of the Board of Directors shall be negligent in performing the duties of his/her office which may be evidenced by refusal to accept assignments duly made or other substantive reason, the Board of Directors by majority vote may declare the subject member of the Board of Directors to be, in fact, negligent. Upon such declaration it shall be the duty of the President or Vice-President to inform the subject member of the Board of Directors to appear at the next regular meeting of the Board of Directors to hear and respond to the declaration.

Subsequent to the time set and allowed for the subject member of the Board of Directors to hear and respond to the declaration, the original voter to declare him/her negligent shall be subject to ratification. If the original vote is sustained by six (6) votes of the Board of Directors, the President or Vice-President shall declare the office held by the negligent member of the Board of Directors to be vacant.

- B. In the event that the office of President is vacated for any reason, the 1st Vice President shall succeed to that office.
In the event that the office of 1st Vice President is vacated for any reason the 2nd Vice President shall succeed to that office.

In the event that any other office is vacated for any reason, that office shall be filled by nomination of an eligible member by the President, and confirmed by a majority vote of the Board of Directors and installation according to Article VII-I.

ARTICLE XII- C

Suspension and Expulsion of Members:

- A. Any demand to suspend or expel a member from the organization shall be made in writing, with the signature of the complainant to the Board of Directors and must contain a clear statement of the cause of such action.
- B. Dishonesty or indecent conduct of a member or minor child of a member shall be considered causes for expulsion.
- C. Violation of rules after sufficient notice, or non-payment of dues as provided herein, shall be considered causes for suspension or expulsion.
- D. Any member who has been expelled for dishonest or for indecent conduct cannot be again admitted to membership. The Board of Directors shall have power to suspend or expel members for causes stated by six (6) negative votes.
- E. The Board of Directors shall decide the reinstatement of a member who has been suspended for disobeying the rules.
- F. In hearing and determining complaints, the Bylaws of the American Turners shall apply; likewise in case of appeal from the Board of Directors decision.
- G. Termination of membership from any cause whatever shall operate as a release of all right or title to or interest in the property and assets of the Society, which interest shall thereupon become vested in the Society.

ARTICLE XIII- C

Special Rules:

- A. The accommodations and privileges of the Society are for members only, but a member may introduce a guest under such Rules and Regulations as are laid down by the Board of Directors.
- B. All such cases in the management of this Society, as are not covered herein, are left for the decision by the Board of Directors.
- C. No real property (over \$500.00) in value shall be acquired or disposed of except upon approval of the general membership at a general meeting and/or special meeting called for that purpose. The Board of Directors will determine emergency repairs.
- D. Each member shall be furnished a copy of the Constitution and By-Laws. Copies of the Bylaws of the American Turners shall be made available to members upon request.
- E. The operation of the affairs of the Society shall adhere to applicable rulings of the Indiana Alcoholic Beverage Commission.
- F. The Board of Directors is authorized to establish a schedule of fees for the use of the Society's services and facilities. The fee schedule shall be subject to approval by the general membership. All fees shall be payable in advance.

ARTICLE XIV- C

Dissolution:

- A. This Society shall be considered an organization until its members have become less than twenty-five (25) members.
- B. In case of dissolution of this organization, the society is encouraged to donate any remaining assets to the American Turners.

ARTICLE XV – C

Constitution Amendments:

- A. This Constitution may be revised, changed or amended, at a special meeting of the Society called for that purpose, by a 2/3 vote of those present. Suggestions for revising, changing or amending this Constitution must be submitted in writing to the Board of Directors by at least twenty-five (25) members in good standing. The Board of Directors shall call a special meeting of the Society within sixty (60) days after receiving such suggestions and shall submit it for approval or disapproval at the special meeting.

ARTICLE XVI- C

By-Laws Amendments:

- A. By-Laws may be revised, changed or amended, at a special meeting of the Society called for that purpose, by a 2/3 vote of those present. Suggestions for revising, changing or amending the By-Laws must be submitted in writing to the Board of Directors by at least twenty-five (25) members in good standing. The Board of Directors shall call a special meeting of the Society within sixty (60) days after receiving such suggestions and shall submit it for approval or disapproval at the special meeting.

Amended: August 19, 2015

BY-LAWS

ARTICLE I- B

Application for Membership:

- A. Applications for membership must be made in writing to the Board of Directors on forms furnished by the Society.

ARTICLE II- B

Acceptance-Rejection of Candidate for Membership:

- A. Subsequent to recommendation by the membership committee and Board of Directors at the general membership meeting as stipulated by the Constitution Article V-E, the candidate shall receive the benefit of the ballot as follows:

A ballot box shall be passed to each member present at the general membership meeting into which he/she shall cast a white marble in event he/she wishes to vote affirmatively for all the candidates recommended for membership, or a black marble in the event he/she wishes to vote negatively for one or more of the candidates

The presiding officer shall open the ballot box, and in the event there has not been enough black marbles cast into the box to reject membership, he/she shall declare that all the candidates are members. In the event that over 1/3 of the voters cast black marbles into the ballot box, the procedure shall be repeated immediately. In the event that again over 1/3 of the voters cast black marbles into the ballot box, the procedure shall be repeated for each candidate individually, and the presiding officer shall announce the acceptance or rejection of each candidate.

In the event of rejection of a candidate, the General Secretary shall so inform the candidate and those two members who recommended him/her, and the dues, which were paid, shall be returned.

- B. Applicants who have been expelled from any other society affiliated with the American Turners shall not be eligible for membership in this Society for a period of five years; or in case of exclusion, one year.
- C. A membership limit and a waiting list procedure may be established by majority vote of the general membership at a special meeting called for that purpose.

ARTICLE III- B

Types of Membership:

- A. General Membership-Single
Available only to
 1. Single person
 2. Must be 18 years of age or older
 3. Dues are payable annually.
- B. General Membership-Family
Available only to
 1. Married person
 2. Must be 18 years of age or older
 3. Dues are payable annually.

C. General Membership-Honorary

1. A member of this Society who has paid American Turner dues for forty (40) accumulative years shall be issued an American Turner Honorary Membership. Honorary members shall have all the rights and duties of "General Membership-Family" and "General Membership-Single" and shall be free from the payment of dues. It is the responsibility of the member who is eligible for "General Membership-Honorary" to make application at the proper time.

D. Junior Membership

1. Must be 18, 19, or 20 years of age.
2. Transfer to "General Membership-Single" or to "General Membership-Family" is automatic when 21st birthday is reached.
3. Dues are payable annually
4. Effective date with regards to dues when "Junior Membership" transfers to "General Membership-Single" or "General Membership-Family" is January 1st following his/her 21st birthday.
5. All 18-20 year olds must apply for Junior Membership before participating in any National American Turner event and at 18 if intending to apply for the American Turner Scholarship.

ARTICLE IV- B

Miscellaneous Membership Rulings:

- A. American Turners/Fort Wayne Society "Application for Membership" is to be used to apply for Membership in "General Membership-Single", "General Membership-Family" and "Junior Membership".
- B. An Auxiliary, in which membership is limited to Turner Members, is authorized.

ARTICLE V-B

Dues:

- A. Annual dues shall be determined by the Board of Directors and approved by the General Membership. Such dues shall be payable in January of each year.
- B. Members whose dues are past due for thirty (30) days shall be denied admittance to the building and all privileges of the Society. Members whose dues are past due for sixty (60) days shall be automatically dropped from the membership list. The Membership Secretary at his/her discretion shall have the authority to hold in abeyance for such period as they may deem advisable the dropping from the membership list of any member upon the written application of such past due member for cause shown.
- C. Any member having forfeited his/her membership wishing again to become a member, must file an application and pay the dues the same as any other applicant. Members reinstating in the same year they were dropped will pay for the full year membership and are not eligible for prorated rates.
- D. In the case membership fees are subject to any taxes levied by a government unit, such tax is to be paid by the member.
- E. Members who have paid American Turner dues for at least fifteen (15) years and are at least sixty years of age are entitled to a dues discount. The percent of discount shall be determined by the Board of Directors and approved by the General Membership. The discount will be granted only upon request of the member. The discount will be effective January 1st of the year following his/her 60th birthday or later.

- F. New members being voted on at the September, October, November, and December General Meetings shall only pay full dues for the upcoming year.

ARTICLE VI- B

Waiver of Dues:

- A. Dues of all members who are serving in the military service of the United States of America are waived for those periods of time during which the member is on active duty.

ARTICLE VII- B

Rights and duties of Members:

A. Rights:

1. General Membership-Single; General Membership-Family; General Membership Senior and General Membership-Honorary
 - a. To cast one vote on any motion, resolution or nomination before the body at any Membership meeting of the Society, District and National meetings and conventions.
 - b. To take part in all transactions of the Society, District and American Turners and to be eligible to run for office after three consecutive years of "General Membership-(any classification)".
 - c. To participate in gymnasium, social and recreational programs of the Society.
 - d. To make use of the property of the Society for the prescribed purpose in accordance with the Rules and Regulations.
 - e. To propose new members and introduce guests subject to the rules of the Society.
 - f. To inspect the books and records of the Society after receiving permission from the Board of Directors. The Board of Directors upon request shall grant such permission.
 - g. To all other rights extended to him/her elsewhere in the Constitution and By-Laws.
 - h. To have his/her children, up to 21 years of age, participate in gymnasium, social and recreational programs.
 - i. To serve on various Society, District, and National committees.
 - j. To participate in National, Invitational, and District championships, tournaments, exhibits and festivals in accordance with the rules defined in the "Festival Rules Book," the "Cultural Rules Book" and the Bowling Rules of the American Turners.
2. Junior Membership
 - a. To participate in gymnasium, social and recreational programs of the Society.
 - b. To make use of the property of the Society for the prescribed purpose in accordance with the Rules and Regulations.
 - c. To propose new members and introduce guests, subject to the rules of the Society.

B. Duties:

1. It shall be the duty of each member:
 - a. To uphold the Constitution, By-Laws, Rules and Regulations of the Society.

- b. To do Committee service and to aid the Officers and Directors in the fulfillment of their duties when requested.
- c. To report to the Board of Directors all conduct of members that render them unworthy of membership in the Society.
- d. To not remove from the premises any article belonging to the Society, except by permission of the Board of Directors, to pay for any damage to property owned by the Society which he/she, the family or guests cause.

ARTICLE VIII- B

Membership Meetings:

- A. Twelve (12) regular meetings of the Society shall be held each year on the second Wednesday of each month at 7:00 p.m.
- B. At regular Society meetings the order of business shall be:
 - 1. Minutes of the previous membership meetings.
 - 2. Minutes of all intervening Board of Directors meetings.
 - 3. Reports of officers and committees.
 - 4. Unfinished business.
 - 5. New business
 - 6. For the Good of the Society
 - 7. Announcement of the results of annual election at November meeting.
- C. A special meeting of the Society shall be called whenever twenty (20) members of the Society in good standing shall make a written request to the Board of Directors for the same, specifying the object of the meeting, and said meeting must be called not later than fifteen (15) days after the day the request is received. The Board of Directors may call a special meeting at any time.
- D. At any regular or special meeting of the Society, a quorum shall consist of twenty (20) members in good standing. No proxies accepted. If a quorum is not present at the time scheduled for any special meeting, the presiding officer shall adjourn such meeting for one week. If a quorum is not present at the time scheduled for any regular meeting, the presiding officer shall adjourn the meeting. Upon adjournment of any regular meeting because of the absence of a quorum, the presiding officer may appoint a Committee of the Whole consisting of those members who are present. The Committee of the Whole is authorized to accept and/or reject candidates for membership in accordance with procedures prescribed in Article II of these By-Laws. Any other pending business shall be transacted at the next regular meeting.
- E. Members classified in "General Membership-Single", "General Membership-Family", "General Membership-Senior" and "General Membership-Honorary" may attend regular and special membership meetings.
- F. Members classified in "Junior Membership" may attend special meetings, if invited by the Board of Directors, but they may not vote.
- G. Members shall be duly notified of all meetings. The notice of a special meeting shall state the object for which such meeting was called, and no other business than that specified in the notice shall be transacted at the meeting.
- H. All meetings shall be conducted according to Robert's Rules of Order (Revised).

ARTICLE IX-B

Board of Directors Meetings:

- A. The Board of Directors shall meet regularly each month, or at any other time at the call, in writing, of the President or any three members thereof, provided prompt notice shall be given each member of the Board before the time appointed for said meeting. Five (5) members shall constitute a quorum.
- B. At regular meetings of the Board of Directors the order of business shall be:
 - 1. Hearing of any member who has requested permission to attend meeting.
 - 2. Minutes of previous meeting.
 - 3. Presentation of bills for approval of payment.
 - 4. Reports of officers and committees.
 - 5. Unfinished business.
 - 6. New business.
 - 7. For the Good of the Society.

ARTICLE X-B

Maximum Expenditure:

Major Asset expenditure referred to in Article VI-C-G of the Constitution is set at \$500.00.

Amended: August 19, 2015