

BOULDER NEWCOMERS CLUB BYLAWS
(Revised February 2008)

ARTICLE I - NAME

The name of this organization shall be the Boulder Newcomers Club. A nonprofit organization designed to orient new residents to the community of Boulder; the Boulder Newcomers Club shall hereinafter be referred to as the Club.

ARTICLE II- PURPOSE

The purpose of this organization shall be to promote new friendships, varied interests, and pleasant social contacts for all women and men who have recently arrived in the Boulder area.

ARTICLE III - MEMBERSHIP

Section 1. Those eligible for active membership shall be women and men who have resided in the Boulder area for less than three years. Any exception must be approved by a majority of the Board present at a Board meeting.

Section 2. Prospective members may attend up to two regular events. They may not attend further meetings without joining and paying membership dues.

Section 3. A newcomer may be a member for five full membership years.

Section 4. A member, who leaves the Boulder area for a period of one year or more and then returns, is eligible to rejoin the Club. Any exception must be approved by a majority of the Board present at a Board meeting.

Section 5. All members shall conduct themselves in an appropriate manner at all Club functions. Any conduct that is disruptive, obstreperous or violates any club rules at functions shall subject such member to termination from the Club. Any member, director or officer of the Club may be terminated by a majority vote of the Board whenever, in its judgment, the best interests of the Club will be served

ARTICLE IV - REVENUE

Section 1. The Board shall set the dues amount before the start of each membership year. The membership year shall begin on May 1 and end on April 30. The dues shall be payable May 1. Members who join after the first of the membership year shall pay dues on a pro-rated basis to be figured quarterly. Dues for renewing members must be paid within two months of notification. Any exception must be approved by a majority of the Board present at a Board meeting. Dues are not refundable. Dues may not increase in excess of \$5 from the previous year without a majority vote by the General Membership. The Board may add a surcharge to yearly membership dues for members requesting an additional level of services. The surcharge shall be set at the start of each membership year and based on actual or projected cost of the additional services.

Section 2. Assessments may be made for regular meetings and social events to cover the cost of food, entertainment, operating expenses or other costs. Therefore, cancellations must be received by a pre-set date prior to the function or the assessment may be billed to the member. The treasury will not be liable for payment of cancellations. At the discretion of the Board, a member will be dropped from active membership if the bill is not paid within thirty days. Said member may be reinstated only upon payment of the delinquent bill.

BOULDER NEWCOMERS CLUB BYLAWS
(Revised February 2008)

Section 3. Expenditures of the club monies shall benefit all members equally.

Section 4. Individual activities sponsored by the Club may be advertised through the official monthly newsletter. Any member may start an Activity Group under the Club's sponsorship if the Activities Director has approved this activity. Any other Activities are personal and the Club's sanction should not be advertised or implied. No Club activity can be profit making unless for the benefit of the entire Club. Members shall not solicit other members for personal monetary gain except through approved methods sanctioned by the Club. A member may organize, with the approval of a majority vote or the Board, a one-time event and be paid their normal professional fee by members attending such event.

Section 5. The membership list is the property of the Club and may only be used for personal, non-commercial purposes.

ARTICLE V - REGULAR MEETINGS

Section 1. Regular meetings must be held at least four times a year. They shall be held at the time determined by the Board, and announced in the newsletter at least one month before the meeting. One regular meeting shall always be held in April to accommodate the election of officers.

Section 2. Special meetings may be called by the President or by petition of the Club membership.

Section 3. A motion shall be carried by a majority vote of members present.

Section 4. At the board's discretion, elections of elected officer and votes on other issues of broad interest to the members may be done electronically. The process of running an electronic vote shall be defined in the standing rules.

ARTICLE VI- BOARD

Section 1. The Board shall be composed of the elected and appointed Officers. The outgoing President shall be available as an advisor. Meetings of the Board shall be held once each month and at other times as called by the President. A quorum shall consist of 50 percent of the Board membership. Proxy votes, submitted to the President in writing or electronically, shall be accepted toward a quorum. It shall be the duty of the Board to carry out the Club's purpose; including adopting and amending the Standing Rules governing Club policies. The Standing Rules may also be amended by resolution at any regular Club meeting with a majority vote of the members present.

Section 2. The elected Officers shall comprise the Executive Board and have the power to transact any special or urgent business, along with specific powers as stated in these bylaws.

Section 3. A member of the Board performs his or her duties in good faith in a manner he or she reasonably believes to be in the best interests of the Club and with such care as an ordinarily prudent person in a like position would use under similar circumstances. A person who so performs their duties shall not have any liability by circumstances.

ARTICLE VII- OFFICERS AND ELECTIONS

Section 1. The elected Officers are: The President, Vice President of Programs, Vice President of Activities, Vice President of Special Events, Secretary, Treasurer, Vice President of Membership, and Vice President of Communications

BOULDER NEWCOMERS CLUB BYLAWS

(Revised February 2008)

Section 2. The term of office shall be 12 months from May through April. In January, the Board shall appoint a nominating committee consisting of four current Board Members and must include the President. The Board shall ask the general membership for two volunteers to serve on the nominating committee. The proposed slate of officers shall be published in the Club's March newsletter. The election of officers shall take place at the April regular meeting. Members shall have the ability to vote by proxy. The new Board shall assume control at the May old Board/new Board meeting.

Section 3. Further nominations of members, with the permission of the nominee, must be submitted in writing or electronically to the President or Secretary at least ten days prior to the time of the election.

Section 4. Board members may not serve on the Board more than two full terms. The office of the President shall be filled by a member who has served at least one term on the board prior to being elected President.

Section 5. Vacancies shall be filled by the President, with the majority vote of the Board present at a Board meeting, for the remainder of the 12 month term only. There is one exception: the President shall be replaced by a current elected officer of the Board or eligible past member of the Board.

ARTICLE VIII - DUTIES OF ELECTED OFFICERS

Section 1. The President shall preside at all meetings of the Club and the Board meetings, be a ex-officio member of all committees except the Nominating Committee, shall appoint the Nominating Committee, shall designate two persons to examine the Treasury books at the end of each term, shall select the Appointed Board members and shall perform all other duties usually pertaining to the office.

Section 2. The Vice President of Programs shall act as aide to the President; shall perform the duties of the President in the absence of that officer; shall arrange for a program for all regular meetings; shall present these programs at regular meetings; and shall, with the aid of a director, shall coordinate with an appointed board member, the Luncheons Director, to make all physical arrangements for the regular meetings.

Section 3. The Vice President of Activities shall act as a liaison between Monthly Activities Coordinators and the Board.

Section 4. The Vice President of Special Events shall coordinate and/or organize special activities such as but not limited to the Picnic, Holiday Party, Meet 'n Greet, etc.

Section 5. The Vice President of Membership shall be responsible for collecting membership dues. The VP of Membership shall keep an accurate and up-to-date list of members, new and old, outgoing and drop-outs, along with addresses and changes, shall notify members who are due for renewal and shall make personal contact before delinquent members are dropped. The membership list shall be revised quarterly on the secure section of the website. A physical Membership Directory shall be published after the second month of the membership year (July) and distributed to the current membership.

Section 6. The Vice President of Communications shall be responsible for all internal and external publications, both physical and electronic, of the Club as well as publicity for activities and special events. The Vice President of Communications shall perform his or her duties with the aid of appointed members of the board, including the Newsletter Director, Newsletter Mailing Director,

BOULDER NEWCOMERS CLUB BYLAWS
(Revised February 2008)

Publicity Director, and Web Master.

Section 7. The Secretary shall keep an accurate record of all proceedings of the Club, and shall carry on or monitor all correspondence of the Board.

Section 8. The Treasurer shall receive all monies of the Club, shall keep an accurate record of receipts and expenditures, and shall make all payments as authorized by the Board. The Treasurer shall present a statement of accounts at the Club's Board meetings and at other times when requested by the Board. The Treasurer shall also prepare a yearly budget based on previous year's income and expenditures to be presented to the Board before the end of the calendar year (April 30).

ARTICLE IX – APPOINTED OFFICERS

Section 1. The President shall appoint at least four, and no more than ten, Appointed Officers. The President's appointments need to be approved by the Board in a majority vote.

Section 2. All Appointed Officers shall serve as Board Members and be guided by all provisions as outlined in Article VII.

Section 3. The titles and duties of the Appointed Officers will be defined in the standing rules of club.

ARTICLE X - AMENDMENTS

These bylaws may be amended, after a majority vote of the Board present at a Board meeting, at any regular meeting of the Club by a majority vote of the members present and voting, provided notice of the proposed amendment(s) has been given in the newsletter prior to the month which the voting will take place. In order for the entire membership to review such amendments, all additions or deletions must be printed in full either within the newsletter or as a separate addition with the mailing. The President and Parliamentarian should be available to answer questions regarding such amendments prior to the voting at the regular meetings.

ARTICLE XI- PARLIAMENTARY AUTHORITY

Section 1. Roberts' Rules of Order, Revised shall be the parliamentary authority in all cases not otherwise provided in these bylaws.