

BUCKEYE BOAT CLUB CONSTITUTION

ARTICLE I - NAME

Section 1. This organization shall be known as the “BUCKEYE BOAT CLUB” (formerly known as Walnut Valley Boat Club), hereinafter referred to as “the Club”, and shall remain a not for profit organization incorporated under the laws of the State of Ohio.

ARTICLE II - OBJECTIVES

Section 1. The primary objectives of the Club shall be to promote and facilitate the sport of boating, with safety, in harmony with other aquatic interests, on Hoover Reservoir and to promote and facilitate social and recreational activities for members of the Club, their families and guests. Insofar as possible, all activities shall be in cooperation with the responsible authorities having legal jurisdiction in said area.

ARTICLE III – MEMBERSHIP

Section 1. Qualification for Membership – Any person shall be deemed eligible for membership who:

- (a) Has attained the age of 18 years.
- (b) Demonstrates an interest in the primary objectives of the Club.
- (c) Qualifies as otherwise provided in this Constitution.
- (d) Subscribes to this Constitution, the Club By-laws, and Rules and Regulations as may be amended by due process.

Section 2. Classifications – There shall be three (3) classes of memberships:

- (a) **Regular** – Shall include a single individual (one member), a married couple (two members), or two cohabitating adults living in the same household (two members).
- (b) **Social** – Available to members only. Social members have forfeited all stakes and dock rights and will have the same responsibilities and obligations as a regular member.
- (c) **Shared** – An individual or individuals, meeting the qualifications as defined in Article III, Section 1 wishing to share a boat with a "Regular" member. A Shared member will be sponsored by the boat owner on the application form. This membership would be required to pay initiation dues, annual membership dues, required work fee if incomplete, and incomplete boat safety course fee, if applicable.
- (d) **Life** – All existing life members will remain life members with full rights and privileges as those of a regular member. These life members will not pay annual dues or have required work hours. They will pay all other fees. There will be, as of September 17, 2006, no new additional life members added to the Buckeye Boat Club.

Section 3. Membership Limit – The membership of the Club shall not exceed the capacities of the grounds and facilities as defined by the Board of Directors.

Section 4. Application for Membership – Any person of good character who desires to become a member, and qualifies for membership in accordance with Section 1 and 2 of this Article III, shall submit a written application to the membership chairperson.

The names of said persons shall be placed on a potential membership list, posted in the Clubhouse, and/or published in the Club newsletter. If any member has a valid reason why anyone on the list should not be considered for membership, the member shall notify the Commodore immediately in writing. The Commodore shall bring any such objections pertaining to a potential member up to the Board of Directors for review and finally, for vote, by the general membership.

At the time a vacancy occurs in the Club membership, the membership chairperson will ask the person(s) from the potential applicant list, in the order of application, if they still desire membership. If they still desire to be a member of the Club, the applicant shall be advertised to the membership and subsequently interviewed by the membership chairperson, for final approval. Upon approval and payment of appropriate dues and fees, they are accepted into membership subject to swearing in by the Commodore.

Section 5. Definition of Member – A member, for the purpose of this Constitution, is defined as an individual(s), in good standing, that has made application for membership in the Club, has been approved for membership by the Club, has paid dues and applicable fees, and meets all the qualifications as defined in Section 1 and 2 of this Article III. **The Club makes no discrimination as to race, color, religion, national origin, gender, handicap or age of those individuals making application for membership.**

Section 6. Voting Member – Each member as defined under this Article III may vote on all matters brought before the membership.

Section 7. Succession of Spouse or Cohabiting Adult – In the event a married member or a cohabiting adult becomes deceased, the spouse or cohabiting adult of the member may succeed to the membership and become a member by notifying the Board of Directors of such intention and continuing to pay all dues, fees, and charges as they become due. In the event of such succession, the spouse or cohabiting adult shall succeed to all outstanding obligations of the deceased member and shall succeed to all privileges including existing dock or stake assignments and dates of dock requests but shall not succeed to an office held by the deceased member.

ARTICLE IV – ELECTED OFFICERS, APPOINTED COMMITTEES AND OFFICIALS

Section 1. The elected Officers of the Club will be:

- (a) Commodore
- (b) Vice Commodore
- (c) Rear Commodore
- (d) Secretary

- (e) Treasurer
- (f) Three (3) Trustees

The elected officers will be called the Board of Directors. The immediate Past Commodore may serve as the ex-officio member of the Board of Directors. Officer entitlements shall be as set forth in the By-laws.

Not more than one member of a family, or member of the same household, may concurrently hold an elected office.

Section 2. The Appointed Committees of the Club, to be appointed by the Commodore, will be:

- (a) Nominating Committee – consisting of five (5) non-board members.
- (b) Financial Review Committee – consisting of two (2) non-board members.
- (c) Membership Committee – consisting of one (1) or more members, one being a trustee.
- (d) Finance Committee – will consist of three members, one being the treasurer, one being a trustee, and one being a non-board member. The trustee member of the Finance Committee will chair the committee.
- (e) Statutory Committee - will consist of two (2) members, one being the Secretary and one being a non-board member.
- (f) Social Committee - will consist of at least three (3) members.

Section 3. Other Standing Committees, defined as a committee intended to become a permanent committee, may be created hereunder by the Board of Directors as the need dictates.

Section 4. Special Committees of a temporary nature, defined as a committee to expire on completion of its assigned duties, may be appointed, dissolved and re-appointed by the Commodore, as appropriate.

Section 5. The Commodore may appoint such other officials as necessary during their tenure of office; i.e. Supply Agent, Maintenance Agent, Statutory Agent, Attorney, etc.

ARTICLE V – DUTIES AND POWERS OF ELECTED OFFICERS AND APPOINTED COMMITTEES

Section 1. Elected Officers

- (a) **The Commodore will:**
 - (1) Be the principal executive officer and preside at all meetings of the Club and of the Board of Directors.
 - (2) Be responsible to insure that the Board of Directors adheres to the Constitution and the By-laws of the Club. Oversee the maintenance and filing of all official documents with the appropriate regulatory agents.
 - (3) Transact such other business as may, by custom, pertain to the office or as directed by the Board of Directors.

- (4) Be an ex-officio member of all committees.
- (5) In the event of the absence, resignation, disability, or death of the Treasurer, have the power to sign checks approved by the Board of Directors.
- (6) Have command of the fleet when boats of the Club are assembled.
- (7) Provide the Board of Directors, seven days prior to all meetings, an agenda of items to be covered in the upcoming meeting.
- (8) Be responsible for appointing members to committees and creating committees pursuant to Article IV, Section 2, 4, and 5.
- (9) At the expiration of term of office, turn over to the successor all documents and records pertaining to the Club.
- (10) Be bonded in such amount and with sureties as the Board of Directors shall direct if required. The cost of such bonding will be paid by the Club.

(b) **The Vice Commodore will:**

- (1) In the event of absence or disability of the Commodore, temporarily assume all the duties of that office.
- (2) In the event of resignation or death of the Commodore, assume all the duties of that office until a special election can be called for the purpose of filling the vacancy.
- (3) Assist the Commodore at all times.
- (4) Perform such other duties as may be assigned by the Commodore and/or the Board of Directors.
- (5) Be the insurance officer of the Club.
- (6) Be responsible for developing and maintaining a calendar of events to include meetings, social, and individual events.
- (7) Schedule the use of the clubhouse by the members or a member-sponsored private group according to the procedure for use of the clubhouse in the By-laws.
- (8) At the expiration of term of office, turn over to the successor all documents and records pertaining to the Club.

(c) **The Rear Commodore will:**

- (1) In the event of the disability of the Vice Commodore, temporarily assume all the duties of that office.
- (2) Assist the Commodore at all times.
- (3) Be responsible for assigning or reassigning all stakes and docks and provide the Treasurer a list of such assignments and reassignments.
- (4) Maintain and post an up-to-date list of all stake and dock assignments in the clubhouse.
- (5) Be responsible for the care and maintenance of the Club's grounds and facilities.
- (6) Perform such other duties as may be assigned by the Commodore and/or the Board of Directors.
- (7) At the expiration of term of office, turn over to the successor all documents and records pertaining to the Club.

(d) **The Secretary will:**

- (1) Keep an accurate record/minutes of the proceedings at all meetings of the Club, of the Board of Directors, and of all matters of which a record may be deemed advisable, in books belonging to the Club, which records shall at all times be open to inspection by any member. Make necessary corrections to said documents, if needed, and agreed upon by the Board of Directors (Board of Directors meeting) or general membership (General Membership or Special meeting).
- (2) Maintain copies of the minutes of all Board of Directors meetings, all General Membership meetings, and current member information in the Club's information folder in the clubhouse.
- (3) Keep the master list of names and addresses of all members, and other information as may be deemed advisable.
- (4) Make a report at each meeting and at such other times as directed by the Commodore or Board of Directors.
- (5) Post the yearly Calendar of Events in the clubhouse.
- (6) Publish and mail/electronic mail (hereinafter referred to as "mail") a bi-monthly newsletter to the membership that includes a copy of the minutes of the previous General Membership meeting and Board of Directors meeting.
- (7) Mail all required notices to the membership including, but not limited to the following:
 - a. All General Membership and Special meetings of the Club and of the Board of Directors.
 - b. In the May newsletter of the Biennial Election year, announce it is an election year and indicate that any member desiring to run for an elected office must notify the Nominating Committee, as defined under Article V, Section 3(a).
 - c. Not less than sixty (60) days prior to the Biennial Election, mail a report of the Nominating Committee's selection of proposed candidates for elected offices.
 - d. Not less than twenty-one (21) days prior to the Biennial Election, mail a complete list of all nominated and petitioned candidates running for an elected office.
- (8) No later than October 15th of each year, update the Club's Constitution, By-laws, Rules and Regulations, with any approved amendments made thereto, if required.
- (9) Be responsible for providing the appropriate regulatory agencies with a copy of any required official Club documents.
- (10) Perform such other appropriate duties as may be assigned by the Commodore and/or the Board of Directors.
- (11) At the expiration of term of office, turn over to the successor all documents and records pertaining to the Club.

(e) **The Treasurer will:**

- (1) Receive and safely keep in the name of the Club all monies payable or belonging to the Club.
 - (2) Pay all approved invoices for goods and services purchased by the Club.
 - (3) Keep an accurate record of the finances of the Club in books belonging to the Club. Such records shall at all reasonable times be open to inspection by the members.
 - (4) Make a report at each meeting and at such other times as directed by the Commodore and/or the Board of Directors. Provide each member at all General Membership meetings a copy of the current budget and actual expenses to-date for each budgeted item.
 - (5) Maintain copies of the annual budget, current balance sheet, and monthly income sheet in the Club's information folder in the clubhouse.
 - (6) No later than January 5 of each calendar year, send to every member in good standing at their last known address, an invoice for their dues and applicable fees for the coming year. Notify each member whose dues and applicable fees are in arrears as of February 1 of each year.
 - (7) Report to the Board of Directors on or before February 20, the names of all members whose dues are in arrears as of February 15 of each year. Provide the Secretary with a current list of all members in good standing.
 - (8) Perform such other duties as may be assigned by the Commodore and/or the Board of Directors.
 - (9) Be computer literate and have the ability to handle accounting software packages such as Quicken or Quick Books Pro.
 - (10) At the expiration of term of office, turn over to successor all funds, documents and records pertaining to the Club.
 - (11) Establish and maintain a chart of accounts to track the yearly budget.
 - (12) Be bonded in such amount and with such sureties as the Board of Directors shall direct if required. The cost of such bonding will be paid by the Club.
- (f) **The Trustees will:**
- (1) (One Trustee) serve as head of the Finance Committee.
 - (2) Perform such other duties as may be assigned by the Commodore and/or the Board of Directors.
 - (3) At the expiration of term of office, turn over to the successor all documents and records pertaining to the Club.
 - (4) (One Trustee) serve as a member of the Membership Committee.

Section 2. The Board of Directors will have all the powers, duties and responsibilities vested in Board of Directors of not for profit corporations pursuant to the Ohio Revised Code. They will approve or reject applications for membership, except as may be limited herein; approve all expenditures for money; have entire management of the Club's affairs; control its property; and direct all its policies, subject only to the limitations explicitly set forth in this document. The Board of Directors may adopt and enforce the Rules and Regulations as may be deemed necessary for the proper management of the Club and for regulating the use of Club facilities by members, their families and guests.

The Board of Directors will implement all policies, directions, and instructions adopted at a General Membership or Special meeting of the Club, and will not subvert or nullify any action taken thereat, or take any action in conflict therewith. The Board of Directors will keep the membership informed of its actions and the progress of Club affairs. The Board of Directors will present its annual budget at the January General Membership meeting of each year for membership approval.

The Board of Directors will make no unbudgeted, non-emergency, expenditure in excess of \$1000 without prior approval of the membership. The total cost of any expenditure or improvement may not be broken down to circumvent this requirement. An emergency expenditure is defined as an immediate repair or maintenance of the Club's facilities, equipment, or property for the safety of its membership and does not constitute a capital addition or replacement. The Board of Directors, specifically the Vice Commodore, is authorized by the membership to enter into insurance policies to protect the Club and the Board of Directors. The membership indemnifies the Board of Directors for any action taken legally by them in the administration of their duties as officers. The Board of Directors will not sell, exchange or otherwise dispose of any Club equipment, building, or real estate without prior approval of the membership. The Board will follow the Bill Payment Process detailed in the By-laws for all other expenditures.

The Board of Directors will develop a five-year long-range facilities and capital improvement plan and annually update it as needed.

Section 3. Committees

Each committee, appointed and approved as provided in Article IV, Section 2, shall assist the Commodore and the Board of Directors, in their management, direction, control, and administration of the property and affairs of the Club within range of the subjects of its specific duties; shall perform its duties strictly in accord with the relevant provisions of the Club's Constitution, By-laws, and of Rules and Regulations adopted by the Board of Directors; and shall serve under the direction of the Commodore and be responsible to the Board of Directors through the Commodore.

- (a) **The Nominating Committee** will be selected by the Commodore and announced at the May General Membership meeting of the Biennial Election year.

As notified under Article V, Section 1(d)(7)(b), any member desiring to be considered for an elected office must notify the Nominating Committee not less than 120 days prior to the Biennial Election meeting of their desire to run for such elected office.

The Nominating Committee will recruit and select from the membership list one or more candidates for each elective office of the Club. Its selection will be made to the end of obtaining the best leadership available from those members who have demonstrated a sincere interest in the Club and its objectives. No person may be nominated for office whose dues and applicable fees are not paid for the

current year. The Nominating Committee will file its report with the Secretary ninety (90) days prior to the biennial Election.

The Nominating Committee will welcome suggestions from any member as to possible candidates for any elected office, but no commitments direct or implied will be made in regard to any such suggestions received.

- (b) **The Financial Review Committee** will be selected by the Commodore prior to the January General Membership meeting each year. It will examine all records of the Treasurer for the previous fiscal year beginning January 1 and ending December 31 and report its findings, its suggestions, and any appropriate action taken by the Board of Directors, at the March General Membership meeting of the subsequent year. The examination of such records shall include, but not be limited to, budget compliance of expenditures; appropriate approvals for expenditures; the timely payment of invoices for services purchased by the Club; taxes, assessments by the City of Columbus; whether individual membership dues and applicable fees are being paid on time or if member is being assessed and paying a late fee charge; incoming monies are being promptly deposited; and all monies are accurately and responsibly debited or credited to the financial records of the Club.
- (c) **The Membership Committee** will be selected by the Commodore. On receipt of an application for membership, interview the prospective member, make its recommendations to the Commodore, and request advertisement to the membership.
- (d) **The Finance Committee** will be selected by the Commodore. The Finance Committee will:
 - 1. Establish an annual budget to be approved by the Board of Directors and presented to the members at the January General Membership meeting for approval.
 - 2. Maintain a system of checks and balances. Monitor the financial transactions throughout the year to assure accounting standards are met and ensure financial stability.
 - 3. Report to the Board of Directors and the membership any discrepancies in the annual budget.
 - 4. Insure bank signature card is up-to-date with the signatures of only the current Treasurer and Commodore.
 - 5. Insure the Bill Payment Process is followed as described in the By-laws.
 - 6. Select and oversee an outside qualified (CPA) financial review person every two years to do a financial review.
- (e) **The Statutory Committee** will be selected by the Commodore and announced at the January General Membership meeting. The Statutory Committee will:

1. Verify that the Charter and any other necessary forms required are up-to-date with the State of Ohio.
2. Verify that the lease with the City of Columbus is up-to-date for the current year.
3. Verify that the Club's Statutory Agent and that person's contact information is up-to-date with the City and State of Ohio.
4. Verify that all licenses, permits, and tax filings are up-to-date.
5. Verify that all insurance policies are up-to-date.
6. Report to the Commodore and the Board of Directors the status of all legal and required documents.

(f) **The Social Committee** will be selected by the Commodore and announced at the January General Membership meeting. The Social Committee will:

1. Plan and organize social events for the Club's membership throughout the year.
2. Ask for volunteers to chair, coordinate, and run events.
3. Present the Board of Directors with a list of proposed social events.
4. Request that the Board of Directors post the Social Events Calendar in the clubhouse and have it published in the Club newsletter.
5. Develop a budget for each event.

(g) **Additional Standing Committees** and their duties, as may be created by the Board of Directors, shall be similarly listed in this section.

ARTICLE VI – DUES & FEES

Section 1. Dues and Fees – The annual dues and all applicable fees for each membership classification of the Club will be due and payable each year as set forth in the By-laws.

Section 2. Changes in Dues and Fees – No change in the amount of annual dues for any membership class, or applicable fees will be made except by a two-thirds (2/3rds) majority vote of the voting members present at a meeting called for the purpose of considering such a change, of which thirty (30) days written notice shall have been given to all members.

Section 3. Initiation Fee – An initiation fee, as provided in the By-laws, will be charged for all new members.

ARTICLE VII – MEMBERSHIP TERMINATIONS, RESIGNATIONS AND REINSTATEMENTS

Section 1. Termination of Membership – Any member in arrears for dues and applicable fees on February 1 of each year will be so notified by the Treasurer and advised that if dues and any applicable fees are not paid prior to February 15, membership in the Club will cease on that day and member's name will be removed from active membership records. The terminated member will remove any boat and/or trailer belonging to such terminated member within 15 days of termination, or as soon as the condition of the Club's grounds permit. Failure to do so will result in the Club having such boat and/or trailer removed from the Club's premises

and stored by a towing service. The terminated member will be charged for any fee resulting from such towing and storage service. Termination of membership will operate as a release of all rights, privileges and use of the assets of the Club.

Section 2. Resignation of Membership – All resignations must be in writing addressed to the Commodore and permanently filed with the Secretary. Resignations received after March 1 of any year will not provide for a refund of dues or fees for that year. Resignation of membership will operate as a release of all rights, privileges and use of the assets of the Club.

Section 3. Reinstatement of Membership – Application for reinstatement of membership will be in writing as set forth in Article III. Such reinstatement membership application will be addressed to the Membership Committee chairperson. Initiation fee will be waived. The member's reinstatement date will be the date used to determine the reinstated member's position on the dock/stake waiting list.

ARTICLE VIII – MEETINGS, NOTICES AND QUORUMS

Section 1. Meetings

General Membership meetings will be held in January, March, May, July, September, and November. Such meetings will be held at a time and place to be determined by the Board of Directors.

Written notice of each General Membership, Special, or Biennial Election Meeting will be mailed to every member not less than ten (10) days prior to such meetings, or as otherwise provided.

The November General Membership meeting of every other year will be known as the Biennial Election Meeting and will be devoted to the election of officers and for the transaction of such other business as may properly come before the meeting.

The November General Membership meeting in non-election years shall include reports of officers, reports of Committees, and such other business as may properly come before the meeting.

Special Meetings may be called at any time by the Commodore or by the Board of Directors. If ten percent (10%) of the Club's members in good standing request, in writing, a Special Meeting, the Secretary shall notify the membership no later than fourteen (14) days of the established date of the requested meeting.

Ten percent (10%) of the Club's members in good standing, but not less than twenty-five (25) in number shall constitute a quorum at any General Membership, Biennial Election, or Special meeting. A sign-in sheet will be used at all meetings to record member's attendance and maintained by the Secretary with the minutes of the meeting.

Section 2. Board of Directors' Meetings

There will be regular meetings of the Board of Directors held bi-monthly at such times and places as the Board of Directors shall determine.

Five (5) members of the Board will constitute a quorum at any Board of Directors meeting.

Special meetings of the Board of Directors may be called by the Commodore or any three (3) members of the Board, one being a trustee. Written or verbal notice and explanation of purpose of special meeting of the Board of Directors will be given to each member of the Board at least three (3) days before the special meeting.

All regular Board of Directors meetings will be open to members. A member desiring to present an issue to the Board will provide any two Board members with details of such issue, in writing, no less than 48 hours prior to the next scheduled Board meeting. Such issues will be the first order of business at the Board meeting. If further action is necessary to resolve such issue, the Board will present such issue to the membership no later than the next scheduled General Membership or Special meeting.

ARTICLE IX – ORDER OF BUSINESS

Section 1. The order of business at all Club meetings will be:

- (a) Invocation/Pledge of Allegiance
- (b) Call to order and determine if a quorum is present
- (c) Roll call of officers
- (d) Report of Secretary
- (e) Report of Financial Review Committee (at the March General Membership meeting)
 1. Report of outside Financial Review at the Biennial Election Meeting
- (f) Report of the Treasurer
- (g) Report of Committees
- (h) Unfinished business
- (i) Election and installation of officers (Biennial Election Meeting)
- (j) New business
- (k) Adjournment

Section 2. Robert's Rules of Order is a book of parliamentary procedures designed to "protect the rights of all members". The rules contained in Robert's Rules of Order shall govern the Club in all cases for which they are applicable, and in which they are not inconsistent with the Constitution, By-laws, or Rules and Regulations of this Club. All questions of procedure not covered by this document shall be in accordance with Robert's Rules of Order.

ARTICLE X – NOMINATIONS AND ELECTIONS

Section 1. Nominations by Nominating Committee – At the May General Membership meeting during the Biennial Election year, the Commodore will announce the appointment of a Nominating Committee as set forth under Article IV, Section 2(a) and Article V, Section 3(a), herein. The Nominating Committee will select candidates for all elected offices as set forth under Article IV, Section 1, to be voted on at the Biennial Election Meeting as set forth under Article

VIII, Section 1, herein. The Board of Directors, under no circumstances, can act as a nominating committee.

Section 2. Nominations by Petition – Any member desiring to run for office, having not been nominated by the Nominating Committee, shall file a petition, endorsed by five (5) members, with the Secretary no less than forty-five (45) days prior to the Biennial Election meeting.

Section 3. Nominations from the Floor - At the Biennial Election meeting, the Commodore will accept nominations from the floor for all elected officer positions.

Section 4. No nominated member shall campaign for an elected office until the Nominating Committee has filed its report with the Secretary and the Secretary has notified the membership. No nomination-by-petition member shall campaign for an elected office until they have filed their petition with the Secretary and the Secretary has notified the membership of the Nominating Committee's report. Campaigning shall mean communications with any other person advocating the election of a candidate, with any member of the Club, including but not limited to, the use of logos, signs, flyers or mass mailings, etc.

Section 5. Elected officers, as defined under Article IV, Section 1, will be elected by secret ballot at the Biennial Election Meeting. Officers will be elected in order as listed under Article IV, Section 1.

Section 6. The duly elected officers will be installed in office with appropriate ceremonies during the November Biennial Election Meeting. The duly elected officers will serve a two-year term beginning in November of the Biennial Election year. Transfer of appropriate business, records and documents maintained by previous officers will occur at this meeting. The term of office for all members of the Board will be two years (2) following this meeting or until their successors are elected and assume office. The outgoing Board of Directors will work with the newly elected officers during a transition period between the Biennial Election meeting and the January General Membership meeting.

Section 7. Any vacancies in elected offices, not otherwise provided for, occurring between elections, shall be filled by a special election by the members at a meeting called for that purpose.

Section 8. Absentee ballots will be permitted as governed by the By- laws.

ARTICLE XI – DISCIPLINE

Section 1. Any member, having a complaint against any other member, for any infraction of the Club's Constitution, By-laws, Rules and Regulations, or any conduct prejudicial to the best interests of the Club, shall make such complaint in writing, addressed to any two Board members. Any personal grievances made in a General Membership meeting will be ruled out of order.

Section 2. Any written complaint must include all details of the complaint, including which section of the Constitution, By-laws, or Rules and Regulations were violated, and list names of witnesses, if any.

Section 3. After receipt of a complaint, a meeting of the Board of Directors will be held within thirty (30) days to investigate the complaint.

Section 4. If the Board of Directors, by a two-thirds (2/3rds) majority vote, determines that the complaint has merit, the Secretary shall, within ten (10) days of the Board of Directors vote, notify the complainants, and accused members, by certified mail of the Board's decision. A certified copy of the complaint shall be a part of this notification and a Hearing will be scheduled within thirty (30) days after notification has been mailed. Only under extenuating circumstances, and by mutual agreement, will the hearing be extended beyond thirty (30) days.

Section 5. At the Hearing, all statements and evidence shall be in writing and be filed with the Secretary and copies provided to the complainant(s) and accused member(s). Participants at the hearing will be limited to the Board of Directors, as defined in Article IV, Section 1, the complainant(s) and accused member(s), and any witnesses.

Section 6. In executive session, immediately following the Hearing, the Board of Directors will render its decision regarding the complaint. The Secretary will notify all parties of the decision of the Board within seven (7) days by certified mail.

Section 7. If found guilty by a two thirds (2/3rds) majority vote, the Board of Directors may reprimand, suspend, place on probation, expel, or otherwise ask for resignation of such accused member. Failure to comply with such resignation request within fifteen (15) days of notification of the decision by the Board of Directors will automatically result in an expulsion from membership in the Club.

Section 8. Such accused member may, within ten (10) days following the Board's decision, request in writing to the Secretary, an Appeal before the membership. Thereupon the Commodore will issue a call for a Special meeting of the Club to be held within fifteen (15) days to consider the Appeal of the accused member. A two-thirds (2/3rds) majority vote of the members present, and voting, shall be necessary to overrule the decision of the Board of Directors.

ARTICLE XII – INSIGNIA, FLAGS & PENNANTS

Section 1. The By-laws shall specify such description, rules and regulations relating to any logo, distinguishing insignia, flags, pennants, etc., as may be adopted by the Club for exclusive use of its officers and members.

ARTICLE XIII – AMENDMENTS

Section 1. Amendment of Constitution

- (a) Any proposed amendment must be in writing and signed by not less than twenty-five (25) eligible and voting members in good standing. The proposed

amendment must be sent to the Secretary, who shall post a copy in the clubhouse at least thirty (30) days prior to the General Membership or Special meeting at which the proposed amendment is to be considered. The proposed amendment shall be published in the Club newsletter and mailed to the entire membership at least fourteen (14) days prior to the date of the meeting at which the proposed amendment is to be considered.

- (b) This Constitution may be amended only at a General Membership or Special meeting of the Club.
- (c) Before a final vote is taken, the proposed amendment may be changed or amended by a two-thirds (2/3) majority vote of those members present and voting, provided the change is germane to the subject of the amendment.
- (d) The adoption of any amendment shall require a two-thirds (2/3rds) affirmative vote of those members present and voting.

Section 2. Amendment of By-laws

- (a) Any proposed amendment must be in writing and be sent to the Secretary, who shall post a copy in the clubhouse at least thirty (30) days prior to the General Membership or Special meeting at which the proposed amendment is to be considered. The proposed amendment shall be published in the Club newsletter and mailed to the entire membership at least fourteen (14) days prior to the date of the meeting at which the proposed amendment is to be considered.
- (b) The By-laws may be amended only at a General Membership or Special meeting of the Club.
- (c) Before a final vote is taken, the proposed amendment may be changed or amended by a two-thirds (2/3) majority vote of those members present and voting, provided the change is germane to the subject of the amendment.
- (d) The adoption of any amendment shall require a two-thirds (2/3rds) affirmative vote of those members present and voting.

Signatures may be found in Clubhouse

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