

# **Bylaws of the Summit Fellowship Club of Greensboro, Inc.**

## **Article I**

This organization, known as the Summit Fellowship Club of Greensboro Inc., shall be governed by the following bylaws and purposes.

### **Purpose:**

While not affiliated with Alcoholic Anonymous, the purposes for which the corporation is organized are to provide a facility where recovering alcoholics may come together for mutual support, to sponsor social and other fellowship functions and to promote the building of better citizenship and leadership through the development of character among the Membership and the community.

## **Article II**

### **Membership:**

#### **Section 1**

**General:** Any recovering alcoholic who has a desire to stop drinking may become a Member of the Club, (1) subject to the approval of the Board of Directors, (2) the applicant must be recommended by a current member in good standing. (3) Said member must remain a member as long as they do not fall more than ninety (90) days behind in their dues.

#### **Section 2**

**Special:** Any person whose conduct is adverse to the best interest of the club, as determined by the Board of Directors, shall be removed from the Membership. Any person removed from the club membership shall be banned from the premises (including parking areas, buildings) for a period deemed appropriate by the Board of Directors and the majority of the membership present at the next membership meeting.

## **Article III**

### **Membership Meetings:**

#### **Section 1**

**Quarterly Meetings:** The stated meetings of this Club shall be on the second Sunday of January, July and October at 2:00 pm.

## **Section 2**

**Annual Meetings:** The annual meetings of the Membership of the Club, for the purpose of electing officers and directors and transacting such other business as may be properly brought before the meeting shall be held the second Sunday of April, at 2:00 pm.

## **Section 3**

**Special Meetings:** Special meetings of the Membership may be called at any time by The Board of Directors or by 25% of the Membership upon written request of the Board of Directors.

## **Section 4**

**Notice of Meetings:** Written notice, stating the time and place of the meeting shall be posted at the clubhouse no less than seven (7) days before the date of the meeting.

## **Section 5**

**Quorum:** A quorum shall consist of 25% or more of Members in good standing present at a meeting.

## **Section 6**

**Voting:** Each member shall be entitled to one (1) vote on each matter submitted to a vote at a meeting of the Membership.

Except the election of Directors or at the discretion of the Board, voting on all matters shall be by voice or show of hands or by absentee ballot. Voting for Directors shall be by secret ballot.

## **Section 7**

**Absentee Voting:** Each member will have the opportunity to vote absentee. The board will make such ballots available no less than ten (10) days prior to membership meetings. The ballot will allow the member to vote in one of three (3) ways:

1. With the boards recommendation
2. Against the boards recommendation
3. Abstain from voting on the issue before the membership.

Ballots will not be opened or counted until the day of the membership meeting.

## **Section 7**

**Amendments to Bylaws:** The Bylaws of the Club may be amended or repealed only by a majority vote of the Membership.

# **Article IV**

**Dues:** The monthly Membership dues of this organization shall be \$10.00 per month or as otherwise approved by the membership. Payment is due on the first of the month. The first month Membership is free after approval of The Board of Directors.

**Keys:** A Member can have a key after 90 days membership and current on membership dues. Membership only covers one (1) person, the person paying dues. Should a Member's dues become delinquent on their dues, their key will be retracted.

## **Article V**

### **Board of Directors**

#### **Section 1**

**General Powers:** The Board of Directors shall manage the business of the Membership. The Club shall be strictly on a non-profit basis and no part of the income of the club shall inure to or become the property of any Officer, Member or other private individual. Henceforth, all routine service contracts for the Club and its properties shall be outsourced to a Board approved vendor.

#### **Section 2**

**Number, Term and Qualifications:** The Board of Directors shall consist of seven (7) elected Members. The Members shall be elected to the Board of Directors to serve for one (1) year with the exception of the Treasurer who will serve two years to assist the transition and continuity of the Club's finances. No other director will serve more than two (2) consecutive terms. Turnover of Board members will consist of no more than four (4) and no less than three (3) per year rotating off the Board.

All Board members must be a member in good standing and have a minimum of one (1) year sobriety.

#### **Section 3**

**Removal:** A director may be removed from office, with or without cause, by a majority vote of the Membership.

#### **Section 4**

**Vacancies:** A vacancy occurring on the Board of Directors will be filled by a majority vote of the remaining Directors. The Membership may elect a Director to fill a vacancy should the Board be unable to reach a majority decision within two (2) regularly scheduled board meetings.

## **Article VI**

### **Meetings of Directors:**

#### **Section 1**

**Annual Meetings:** An organizational meeting of the Board of Directors shall be held immediately following the annual meeting.

## **Section 2**

**Special Meetings:** Special meetings of the Board of Directors may be called by, or at the request of, the President or any two (2) Directors. The person or persons calling a special meeting of the Board of Directors shall give at least seven (7) days notice thereof by any usual means of communication. Such notice need not specify the purpose for the meeting.

## **Section 3**

**Quorum:** A majority of the duly elected or appointed Directors shall constitute a quorum for the transaction of business at any meeting of the Board of Directors.

# **Article VII**

## **Officers:**

### **Section 1**

**Number:** The Board of Directors of the Club shall have a President, a Vice President, a Secretary and a Treasurer.

### **Section 2**

**Election and Term:** The Board of Directors shall elect the officers of the Club. Such elections will be held at the organizational meeting held immediately following the annual meeting.

## **Duties of Officers:**

### **Section 1**

**President:** The President/Chairperson shall be the Chief Executive Officer of the Club and shall preside at all meetings of the Membership and Board of Directors. Subject to the direction and control of the Board of Directors, he/she shall have general charge and authority over the business of the Club. He/She shall make reports regarding the business and activities of the Club for the preceding fiscal year to the Membership at each annual meeting. In general, he/she shall perform all duties incident to the office of President and such other duties as may be prescribed by the Board of Directors from time to time.

### **Section 2**

**Vice-President:** The Vice President shall perform all the duties of the President/Chairperson in his/her absence. The Vice-President/Chairperson shall have other duties and powers as may be assigned to or vested in him/her by the Board of Directors or the President.

### **Section 3**

**Secretary:** The secretary shall keep accurate records of the acts and proceedings of all meetings of the Membership and Directors. He/She shall have general charge of the books and records of Membership. He/She shall keep at the registered or principal office of the Club the record of Membership showing the name and address of each Member. He/She shall sign such instruments as may require his/her signature and, in general, shall perform all duties incident to the office of Secretary and such duties as may be assigned to him/her from time to time by the President or Board of Directors.

### **Section 4**

**Treasurer:** The Treasurer shall have custody of all funds and securities belonging to the Club and shall receive, deposit or disburse the same under the direction of the Board of Directors. He/She shall keep full and accurate accounts of the finances of the Club in books especially provided for that purpose and he/she shall cause a true statement of its assets and liabilities as of the close of each fiscal year. The Treasurer shall, in general, perform all duties assigned to this office and such other duties as may be assigned to him/her, from time to time, by the President or the Board of Directors. He/She will be responsible for training his/her successor during the final year of their term.

## **Article VII**

### **Committees:**

#### **Section 1**

**General:** The President shall appoint, on the date of his/her election or as soon thereafter leadership of following standing committees.

- A. Membership/Publicity Committee**
- B. Property Committee**
- C. Entertainment/Events Committee**
- D. Grievance Committee**

The leadership of these committees may or may not be on the Board of Directors as long as they are a member in good standing.

#### **Section 2**

**Chairperson of Committee:** The first named Member of any committee shall be the Chairperson thereof.

#### **Section 3**

**Special Committees:** The President, from time to time, may appoint special committees as deemed necessary.

## **Article VIII**

### **General Provisions:**

#### **Section 1**

**Fiscal Year:** Unless otherwise ordered by the Board of Directors, the fiscal year of the Club shall be April 1 through March 31.

*Enacted by a majority vote of the membership on July 10, 2011*