

NCCPH Bylaws

ARTICLE I-GENERAL

A. NAME:

The organization shall be called the Northwest Colorado Chapter of Parrot Heads (NCCPH).

B. PURPOSE:

The purpose of the organization is to promote the NCCPH as a humanitarian group that share information and social activities for mutual benefit. The organization will engage in activities which are charitable, educational, and promote the general welfare of the community.

C. STATEMENT OF PURPOSE:

The NCCPH is a not for profit organization dedicated to raising money for charity, preserving and improving the environment, active in community oriented projects and concerns as a means of social interaction with like minded people interested in the lifestyle and music of Jimmy Buffett and possesses a tropical spirit loving life in the Rocky Mountains.

ARTICLE II-MEMBERSHIP AND DUES.

A. CLUB MEMBERSHIP:

Membership in the NCCPH shall be open to all, regardless of sex, creed, national origin or sexual preference. A member will be considered in good standing so long as his dues are current.

B. REMOVAL OF MEMBERSHIP:

Membership may be revoked by a majority vote of the Executive Committee at any time if that member is found to have committed any of the following acts: club misrepresentation, fraud, misuse of the club's assets (including membership roster), or any other act which the Executive Crew deems to be detrimental to the reputation or well being of the Northwest Colorado Chapter of Parrot Heads. The preceding may also be used as reasons for denial of membership to any potential member.

C. DUES:

The annual dues of the NCCPH will be as follows;

1. The annual dues year will or April 1st to March 31st.
2. Dues renewals are due not later than the end of the first month of each dues cycle.
3. Membership renewal notices will be included in the issue of the newsletter closest to the dues year.
4. Basic membership will entitle a member to a membership certificate, welcome letter, NCCPH identification, receipt of the Club e mail and newsletter.
5. The cost of membership and renewals will be determined by the general membership.

ARTICLE III-MEETINGS

A. SOCIAL MEETINGS:

The Club will have social events on a regular basis. These events will normally include some type of charity fund raising event.

B. BUSINESS MEETINGS:

Meetings will occur at least every other month. These meetings will be conducted by the Captain or in his absence, a designated member of The Executive Crew. Any member in good standing may attend the business meeting, vote and participate in the meeting. They will conduct themselves in a professional manner or be asked to leave the meeting until they feel they can conduct themselves in a professional manner. All club decisions at the business meeting will be by a simple majority vote of those present. Minutes will be taken at all meetings and reported out at the following meeting.

C. EXECUTIVE CREW MEETINGS:

The Crew will meet on an as needed basis, at least semi annually. Minutes from these Executive Crew meeting will be made available to all members in good standing and reported out at the next general business meeting.

ARTICLE IV-CHAPTER OFFICERS, EXECUTIVE CREW AND ELECTIONS.

A. OFFICERS/ELECTIONS:

The club will elect the following officers for a one year term under the conditions listed below; **Captain, First Mate, Quartermaster, Booty Master, Historian, Scribe and three Crew Members at Large**. Elections will be held during the July business meeting. An election notice will be sent to all members in good standing either electronically or via mail. This notice will include the offices to be elected, the date and time of the election, a statement that the election will on a secret ballot by simple majority of those present at the meeting, and invitation to attend.

Nominations will be from the floor during the meeting, self nominations will be allowed. Any member wishing to run for an office will be entitled to a 1-2 minute speech during the meeting. Elections will be conducted by an Election Committee. Members of the Election Committee cannot be running for an elected office.

B. EXECUTIVE CREW:

The Executive Crew will consist of the **Captain, First Mate, Quartermaster, Booty Master, Historian, and three Crew Members at Large**. The Executive Crew will be responsible for insuring all club activities are conducted within the guidelines of Parrot Head in Paradise Inc, as established in the PHIP by-laws established a the 1997 Meeting of the Minds, and the Club Statement of Purpose. The Executive Crew will be empowered to make decisions between business meetings to insure these goals are met. All decision will be by majority vote with each member having one vote. The Captain may serve as a tie breaker if majority cannot be reached. Any and all Executive Crew decisions will be reported out at the next general business meeting. The Executive Crew will act on recommendations from the general membership meetings and forward projects/concepts to the general membership meetings for approval and enactment.

C. RESPONSIBILITIES OF ELECTED OFFICERS;

1. CAPTAIN:

The Captain shall

- a. Have such powers and duties as are usually exercised by such an office
- b. Be Executive Officer of the Club and preside at all general business meetings, special meetings, and meeting of the Executive Crew.
- c. Work with Committee Chairpersons and the First Mate in order to help insure all assigned task are completed in a timely manner
- d. Have the power to call Special Meetings of the Club and the Executive Crew.
- e. Appoint, subject to the approval of the Executive Crew and except as provided elsewhere in these bylaws members to the Standing and Special Committees, and

vacant elected positions with a term of 6 months or less.

f. Deal with other matters as may be placed in his or her charge by the Executive Crew or membership

g. Deal with and try to resolve complaints and issues within the Club and with PHIP.

h. Serve as liaison with PHIP or designate this role to another member of the Executive Crew on a case by case basis.

2. FIRST MATE:

The First Mate shall

a. In the absence or death of the Captain, have the powers and duties of Captain.

b. Serve as Liaison with other parrot head clubs and NCCPH committees.

c. Serve as member of Ticket Committee.

d. Deal with other matters and or powers that are delegated to the position by the Captain or the Executive Crew.

f. Work with the Charity Committee to insure all PHIP/charity guidelines are met.

g. Shall create and coordinate community service events and make them known to the membership.

3. QUARTERMASTER:

The Quartermaster shall

a. Be responsible for discipline and good order during meetings and resolving disputes aboard ship.

b. Shall be responsible for creating, organizing and coordinating social activities for the membership.

c. Shall be responsible for providing a sign in sheet for members to sign in at all social events.

d. Shall maintain a schedule of social events to be submitted to the Historian.

3. Scribe

The Scribe shall

a. Insure that minutes are recorded at all business and Executive Crew meetings.

b. Insure that the Club Newsletter is published on a regular basis, as established below.

c. Other duties as designated by the Captain and Executive Crew.

4. Historian:

The Historian shall

a. Record regular meetings, special events, social activities and fund raisers through use of camera and/or video recorder.

b. Other duties as designated by the Captain and Executive Crew.

5. Booty Master:

The Booty Master shall

a. Record and keep track of all financial functions and transactions. Responsible for distribution of all plunder.

b. Balance account, issue checks for all charities and expenses, based on receipts supplied.

c. Work with the Crew Member at Large in charge of membership and/or the membership committee to maintain a current membership list in order to insure that PHIP requirements are met and renewal notices are issued to all members.

d. Other duties as designated by the Captain and Executive Crew.

6. CREW MEMBERS AT LARGE

Crew Members at Large shall

- a. Participate in all Executive Crew decisions.
- b. Serve as liaison between members and the Executive Crew.
- c. Each Member at Large will assist with at least one of the following: Community Service, Social Events, or Membership.
- d. Other duties as designated by the Captain and the Executive Crew.

D. RECALL OF EXECUTIVE COMMITTEE MEMBERS

1. A Recall petition is required in order to remove any member of the Executive Crew. A petition to initiate a recall can be made by any member. The petition, which describes the reason for the recall, must be delivered to an Executive Crew Member. The petition must be signed by at least a majority of active members as of the date on which the petition is presented to an Executive Crew Member. The recall of any elected officer may be affected for any of the following reasons:

- a. Inability to execute the duties of that office.
- b. Club misrepresentation, fraud, misuse of the club's assets (including membership roster), or any other act which the Executive Crew deems to be detrimental to the reputation or well being of the Northwest Colorado Chapter of Parrot Heads.

2. Upon presentation of a recall petition to an Executive Crew Member, the Executive Crew Member will present the validated petition to the Executive Crew. Upon validation of petition and charges The Executive Crew will dismiss the recalled member immediately.

3. The President shall inform the membership in writing of the recall action and the results of the replacement election no later than ten (10) days following each action.

ARTICLE V-COMMITTEES

A. GENERAL:

The following standing committees are established In order to maximize involvement and participation pf the Club members. Communications, Web Page, Public Relations, Charities, Membership, Merchandise, Concert Tickets, Anniversary Party. Other special committees may be established by the Captain, Executive Crew and/or general membership to deal with specific projects.

B. COMMITTEE ROLES

The purpose of all committees is to ensure that day to day functions and special events are completed in a timely manner. To this end the committees, working under a Chairperson, are given the detailed responsibility of specific events and activities. The committees are expected to work closely with the Executive Crew on all projects/events. They are also required to keep the Captain and Executive Crew informed of all plans and progress.

ARTICLE VI-MISCELLANEOUS

A. ADOPTION OF BYLAWS

These bylaws must be approved by a majority of members in good standing at a general business meeting. Future modifications/amendments to the bylaws will be accomplished by a majority vote at a general meeting, either from the floor or recommendations of a special committee established for that purpose.

B. NCCPH CONCERT TICKET SYSTEM

The point year will run from the first event after the local Jimmy Buffett concert until

the points are due for ticket purchase. No more than 2 tickets per member will be available to the highest earners. This figure may be adjusted by the Executive Crew based on ticket availability. Ties may be broken by lottery. The Executive Crew may designate one or two tickets for charity fund raisers. All qualified members will be given a deadline for purchase of these tickets. If that deadline passes the opportunity to purchase will go to the member with the next highest total.

POINTS:

- 10 pts: Officers/Committee Chairs (including newsletter editor).
- 5 pts: Organize charity or social event.
- 4 pts: Serve on any committee, participate in charity function.
- 3 pts: Participate on a special project (e.g. write newsletter article, design logo, buttons, donate to raffles etc.).
- 2 pts: Attend regularly scheduled meetings or social event, contribute during Happy Hours, regularly scheduled meetings or social events with entertainment, food, or a round of drinks. Recruit a new member.
- 1 pt: Single points may be issued for other activities or accomplishments determined by the Executive Crew or general membership.

C. FUNDING REQUESTS.

External funding requests will be made thru an application process. Any decisions, as a result of a special funding request, will have a mandatory 30 day (or next scheduled meeting) waiting period. An executive crew meeting is strongly urged so a recommendation to the general membership can be made.

D. ALTRUISM.

All events and or activities sponsored by the NCCPH will have portion of any proceeds raised donated to charity. The club will donate, time and or money, to at least one local charity each year. Normally this fund raiser will be the Anniversary Party. The club will attempt to be involved in at least one environmental cause a year. The Charity Committee has a responsibility to take suggestions from members for charities and will make recommendations to the general membership as to what charities to support. These recommendations will be voted upon by the general membership.

DATED JULY 2010