

FOUNTAIN OF THE SUN COMPUTER CLUB BYLAWS 5

Amended and Approved on March 10, 2021

FOUNTAIN OF THE SUN COMPUTER CLUB

ARTICLE I – NAME, PURPOSE

Section 1: The name of this organization is **FOUNTAIN OF THE SUN COMPUTER CLUB. (FOSCC)**

Section 2: The Club is organized under the umbrella of FOSA for educational purposes, more specifically ensuring that the club meets the unique needs of all segments of its membership interested in the computer sciences.

ARTICLE II – MEMBERSHIP, LIMITATIONS

Section 1: The Membership shall consist of residents living in FOS and non-residents, who have paid their current club dues.

Section 2: Annual dues and activity fees are set by the Board of Directors in October for the coming year, based on the planned activities and the treasurer's recommendations and the Board's evaluation.

Section 3: The club shall not be organized or operated for the pecuniary profit of its officers, committee personnel, or the club membership, or even to the benefit of any private individual.

Section 4: The club shall indemnify its officers, committee members and volunteer helpers to the full extent permitted by statutory law, or other applicable law, for liabilities incurred in such a capacity except for liabilities due to gross negligence or willful misconduct.

ARTICLE III – MEETINGS

Section 1: Annual Meeting - The date, time and location of the regular annual meeting shall be set by the Board of Directors in January. At this time the new Officers of the Board will be introduced.

Section 2: Special Meetings - Special meetings may be called by the President or the Vice President or the Chair of a Committee who is on the Board of Directors.

Section 3: General Meetings - These meetings shall be open to all residents of Fountain of the Sun and club members. It will be educational in nature with a small content to discuss Club Business.

ARTICLE IV –BOARD OF DIRECTORS

Section 1: Board Role & Size - The Board is responsible for overall policy, direction of the club and delegates the responsibility or activities of the appointed committees. The Board may have up to nine and not fewer than five members, including the immediate Past President.

Section 2: Meetings - The Board meets at least once a month at an agreed upon time and place.

Section 3: Board Elections - The President will chair and appoint a nominating committee. This committee will provide the membership with at least one but not more than two names, for each open board position, to be approved by the membership.

Section 4: Terms - All Board members shall be elected to a two-year term, but are eligible for re-election. If a vacancy occurs in the existing club's Board through death, resignation, disqualification, or any cause, the club's Board of Directors will be required to fill that vacancy by Article IV, Section 7 (Vacancy)

Section 5: Quorum - A majority of the Club's directors shall constitute a quorum. Electronic messaging may count as being present in order to transact business.

Section 6: Officers - With the exception of the out-going President, all officers shall be elected annually to their respective office from and by the Club's Board of Directors at a meeting of that Board of Directors held at the earliest convenient time following the annual election. Each officer shall hold a two-year term of office from January 1 to December 31, but are eligible for re-election for an additional two-year term.
Note: In accordance with our state law, any two or more offices may be held by the same person except the offices of President and Secretary.

The President shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the board to preside at each meeting.

The Vice President will chair committees on special subjects as designated by the board. They shall exercise the powers of the President in their absence.

The Secretary shall be responsible for keeping records of board actions, including overseeing the taking of minutes at the board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board member, and assuring that club records are maintained.

The Treasurer shall make a report at monthly Board meetings, shall chair the Finance committee, assist in the preparation of the budget, and make financial information available to Board members and the membership. They will also receive all funds from our activities and transfer same to FOSA to be deposited to the club's account, with the exception of needed petty cash. Acting as a nonprofit organization, we do not have deficit spending.

Section 7: Vacancies - When a vacancy on the Board exists, nominations for new members may be received from present Board members a week in advance of a Board meeting. These nominations shall be sent to all Board members with the regular Board meeting announcement, to be voted upon at the following Board meeting. These vacancies will be filled only to the end of that particular Board member's term.

Section 8: Resignation, Termination and Absences - Resignation from the Board must be in writing and received by the Secretary. A Board member may be dropped for excessive absences, which are unexcused. A Board member may be removed for other reasons by a three-fourths vote of the remaining directors.

Section 9: Special Meetings - Special meetings of the Board shall be called upon the request of the Chairman of a committee or one-third of the Board. Notices of special meetings shall be sent out by the Secretary to each Board member by e-mail or phone.

ARTICLE V – COMMITTEES

Section 1: Standing Committees - Standing committees are established and/or dissolved as needed when determined by the Board. The duties will be explained and given in writing at the time they are established. A chairperson should be a Board member when available to chair each committee.

ARTICLE VI – AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors.

Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

ARTICLE VII — GRIEVANCE PROCEDURE

Introduction

All disputes between any member and the Fountain of the Sun Computer Club (CC) are to be resolved in accordance with the following procedure. Please note, however, that the Board of Directors of the Fountain of the Sun Computer Club (CC Board) reserves the right to modify this procedure as they find necessary.

Any dispute between you and the CC may be resolved using this grievance procedure.

A grievance is a complaint by a member concerning any matter related to the member's membership in the CC. All grievances must be in writing.

Procedure

Step 1

You must first address your grievance with the Board of Directors of the Fountain of the Sun Computer Club. This may be done orally in an informal discussion. If your informal attempts to resolve the matter are not successful, then you may proceed to Step 2.

Step 2

You must submit your grievance in writing to the CC Board within 10 calendar days following Step 1. You must state clearly and concisely all the known facts related to your grievance, including "who, what, where, when and the why." Clearly explain why you disagree with the act or omission that forms the basis for the grievance. Also, explain what remedy you are requesting. You must sign and date the grievance. If you do not submit the grievance within the ten (10) day period, you waive your right to assert it.

The CC Board will respond in writing within ten (10) days following receipt of your grievance. If the grievance is not settled in Step 2, then you may proceed to Step 3.

Step 3

Within ten (10) days following your receipt of the written answer to your Step 2 grievance from the CC Board, you may appeal the disposition of your grievance to the Fountain of the Sun Association. The FOSA Board is not obligated to involve itself in any club issue unless the Association Management has duly reviewed the action and recommends such review.

ARTICLE VIII – DISSOLUTION

In the event that the Club membership decides to dissolve this organization, all the current members shall be duly notified regarding the proposal to dissolve. Electronic balloting for those not here will be tallied and two weeks after such notification, the President shall call a meeting to count all the votes on the dissolution issue. If the majority of the Membership vote for dissolution, the club is dissolved. In that event, all the club assets then will be disposed of under the direction of the FOSA officers.