

# **PROPOSED 2022 AMENDMENTS TO THE BYLAWS OF THE BUTLER COUNTY BREWING SOCIETY**

**Proposed effective date: November 1, 2022**

The General Members of the Butler County Brewing Society hereby adopt and incorporate the following Amendments to the Club Bylaws effective November 1, 2022.

## **ARTICLE II - SECTION 8 - MEMBERSHIP PRIVILEGES**

General Members of the Club are provided the following privileges:

1. Access to members-only social media presences;
2. Access to Club meetings and other members-only activities;
3. Access to member-only ingredient buys and other Club purchases;
4. Access to Club arranged discounts at area retailers;
5. Access to Club purchased equipment;
6. Discounted admission to Club sponsored events made available to the public;
7. Discounted prices to Club membership perks (e.g. t-shirts, hats, glassware); and
8. Voting rights as described in Article V.

## **ARTICLE III - SECTION 2 - ELECTED OFFICERS**

The required Elected Offices of the Club will be: President, Vice President, Communications Director, Competition Coordinator, and Treasurer.

An elected office may be occupied by more than one person subject to Board approval. No one person may occupy more than one elected office.

Elected Offices generally will be filled according to the process outlined in Article V, Election of Officers.

In its discretion, the existing Board by majority vote may establish additional Elected Offices. The duties of any additional Offices established will be determined by the Board at the time they are established. Any additional Elected Offices must exist for at least one (1) full calendar year. After one (1) calendar year, optional elected offices may be eliminated by a two-thirds ( $\frac{2}{3}$ ) majority vote of the Board.

## **ARTICLE III - SECTION 3 - TERM OF OFFICE**

All offices will be held for a period of two (2) years, commencing in January. Existing Officers may run for re-election and may serve for consecutive terms without limit. Effective with the 2022 elections, the President and Vice President will be elected in even years. The Treasurer, Communications Director, and Competition Coordinator will be elected in odd years, except in 2022 when the Treasurer, Communications Director, and Competition Coordinator will be elected to a final one year term. (See table below for illustration.)

Officers	Transition Election Year & Term	Next Regular Election Year & Term
President Vice President	2022 for Calendar '23-'24	2024 (for Calendar '25-'26)
Treasurer	2022 for Calendar '23	2023 (for Calendar '24-'25)

Communications Director Competition Coordinator		
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#### **ARTICLE IV - SECTION 1 - GENERAL RESPONSIBILITIES OF THE BOARD**

Acknowledging the importance of education in advancing the homebrewing hobby among Members, all Officers will share responsibility for coordinating education topics at Membership Meetings throughout the year. Each Board member is responsible for coordinating education during two (2) months each year according to the calendar outlined below. The President will deliver a "State of the Club" address at each January Membership Meeting, and no education topic will be presented during the December Membership Meeting. Officers are permitted to trade months for which they are responsible by mutual agreement.

<b><u>Month</u></b>	<b><u>Officer Responsible for Education</u></b>
January	President's "State of the Club" Address
February	Vice President
March	Treasurer
April	Competition Coordinator
May	Communications Director
June	President
July	Vice President
August	Treasurer
September	Competition Coordinator
October	President
November	Communications Director
December	N/A (Year End Celebration)

#### **ARTICLE IV - SECTION 2 - PRESIDENT**

The duties of the President are as follows:

1. Uphold the Charter and Bylaws of the Club.
2. Set the theme for the year and present to the Club during the January Membership Meeting.
3. Schedule Board Meetings in accordance with Article VI, Section 3.
4. Coordinate with hosts for Monthly Membership Meetings.

5. Call all meetings to order and conduct them in an orderly manner.
6. Call for special Membership meetings when necessary.
7. Coordinate a “virtual bottle share” for Members hosted at Municipal Brew Works.
8. Coordinate an annual community or charity outreach event.
9. Be an ex officio member of all Committees.

#### **ARTICLE IV - SECTION 3 - VICE PRESIDENT**

The duties of the Vice President are as follows:

1. Assist the President with his/her duties.
2. Coordinate monthly social gathering/happy hour.
3. Coordinate Club brew days in conjunction with events such as Big Brew Day, Mead Day, and Learn to Homebrew Day.
4. If the President is absent from a meeting, assume the President's role for that meeting.

#### **ARTICLE IV - SECTION 4 - COMMUNICATIONS DIRECTOR**

The duties of the Communications Director will be as follows:

1. Track attendance at monthly Membership Meetings.
2. Take minutes of Board Meetings and make them accessible to the Board.
3. Provide a summary of meeting minutes to Members upon request.
4. Solicit feedback from Members semi-annually on desired educational topics and other Club activities.
5. Monitor Club e-mail addresses, currently “[butlercountybrewing@gmail.com](mailto:butlercountybrewing@gmail.com)” and “[brewers@butlercountybrewing.org](mailto:brewers@butlercountybrewing.org)”.
6. Manage the Club’s Facebook Group and website ([www.butlercountybrewing.org](http://www.butlercountybrewing.org)).
7. Edit and send the monthly email newsletter.
8. If the President and Vice President are both absent from a meeting, to assume the President’s role for that meeting.

#### **ARTICLE IV - SECTION 5 - COMPETITION COORDINATOR**

The duties of the Competition Coordinator will be as follows:

1. Coordinate an annual Members-only competition in January.
2. Coordinate an annual BJCP sanctioned public event each July in cooperation with the Butler County Fair.
3. Encourage and support the attainment and development of BJCP and/or Cicerone credentials by Members.
4. Coordinate a monthly style calibration tasting event.

5. Assist with promoting participation in other homebrewing competitions by Members.

#### **ARTICLE IV - SECTION 6 - TREASURER**

The duties of the Treasurer will be as follows:

1. Administer the Club's finances.
2. Manage the club's checkbook and arrange for the President and himself/herself to have check signing authority.
3. Manage access and authority to use the club's debit card.
4. Collect and document monies owed to the Club, and reimburse expenses incurred by Members on behalf of the Club.
5. Maintain the membership roster, a register of dues paid, and issue membership cards.
6. Maintain a current inventory of club assets, gear and merchandise and coordinate with vendors.
7. Catalog all club equipment going out and check items back into inventory.
8. Submit and present an annual financial report to the Club. Submit interim financial reports to the Board when requested.
9. File Club tax returns on time.

#### **ARTICLE IV - SECTION 7 - PAST PRESIDENT & MEMBER(S) AT LARGE**

The role of Past President will be filled by the immediate past President for up to two (2) years immediately following the conclusion of his/her term. The role of Past President is non-voting and advisory in nature to help provide continuity and historical context to current Officers.

Additional unelected Member(s) at Large may be appointed by the President and approved by the Board of Directors for a term agreed upon at the time of appointment. Member(s) at Large will have no official authority or duties except those prescribed to them by the Board of Directors, but may actively participate and comment on the governance of the club.

#### **ARTICLE V - SECTION 3 - CAMPAIGNING**

After nominations close, candidates will submit to the Board a brief biography and will complete a short questionnaire prepared by the Board. The Board will distribute the biographies and questionnaire responses for all candidates on Club media channels, such as the Facebook Group and Club website.

At the October Membership Meeting, candidates will be provided the opportunity to give a brief speech in support of his or her candidacy for office. Such speeches should generally be limited to five minutes or less for those running for President, and two minutes or less for all other positions, although candidates will be permitted to answer questions from Members beyond that point.

During the social portion of the meeting, candidates will make themselves available to meet with Members and discuss their plans for the Club and position. Candidates are encouraged, but not required, to bring some of their homebrew to this meeting.

## **ARTICLE VI - SECTION 1 - MEMBERSHIP MEETINGS**

Membership Meetings will be held on the second Sunday of each month at 7:00 p.m. at a location specified by the Board and communicated to Members in advance.

Membership Meetings are open to all Members and their guests.

While business may be conducted from time to time at the Membership Meetings, the purpose of these meetings is more informal and designed to further the mission and goals of the Club.

Membership Meetings will include (but are not limited to) the following agenda items:

1. Call to Order & Welcome
2. Board Member & Committee Reports
3. Educational Presentation
4. Open Discussion among Membership
5. Scheduled Homebrew Tasting/Judging
6. Adjournment of Formal Portion of the Meeting
7. Social Portion of the Meeting

Subject to the requirements set forth above, the agenda of each Membership Meeting will be set at the President's discretion.

## **ARTICLE VII - SECTION 2 - AMENDMENTS**

From time to time the Club may deem it necessary to amend these Bylaws. The procedure for making an amendment will be as follows:

1. Any Member may propose an amendment to these Bylaws.
2. The proposed amendment must be submitted in writing to the Board. The proposal must include the reason for the change, the article, section, paragraph, etc. to be amended, the exact language of the proposed amendment.
3. At the next Board Meeting, the Board will discuss the proposed amendment. The Member proposing the amendment will be notified of the Board Meeting at least one (1) week in advance, and be allowed time at the Board Meeting to speak about the proposed amendment. After discussing the proposed amendment, the Board will add presenting the proposed amendment to the agenda of an upcoming Membership Meeting.
4. At the agreed upon Membership Meeting the proposed amendment will be presented to Members for discussion. The Member proposing the amendment will be allotted time to speak about the proposed amendment. After discussion, Members will vote on whether or not to consider the proposed amendment as written for formal ratification at the next Membership Meeting. A simple majority vote of Members in attendance will be necessary to consider the proposed amendment for ratification.
5. If approved for consideration, the Board will post the proposed amendment to the Club's social media channels within one (1) week.
6. At the next Membership Meeting, Members will vote on whether to ratify the proposed amendment. Approval by two-thirds ( $\frac{2}{3}$ ) of the Members present is required for the proposed amendment to be ratified. Ratified amendments will be incorporated into these Bylaws with all due haste.