

CONSTITUTION OF THE CEDAR RAPIDS BEER NUTS

(As of 2010)

ARTICLE ONE

Section 1. Name

The name of this organization shall be the CEDAR RAPIDS BEER NUTS [the Club].

Section 2. Purpose

The purpose of the CEDAR RAPIDS BEER NUTS shall be to encourage all members:

- To mature as brewers and beer enthusiasts;
- To promote the dissemination of knowledge in the art of brewing;
- To encourage and reward individuals dedicated to the brewing arts;
- To educate the beer connoisseur in identifying the components of beers;
- To foster the responsible use of the products of our craft; and
- To celebrate the fruits of our labors.

Section 3. Membership

The membership of this Club shall be open to any person who enjoys fine beers, either by making their own or by enjoying the work of others.

ARTICLE TWO

Government

Section 1. Supreme Law

All legislative and executive powers shall be given to and controlled by the Board of Directors¹.

The Board of Directors shall consist of all the elected officers of this Club.

Section 2. Elected Officers

The elected officers of this Club shall be: President, Vice-President, Secretary, Treasurer, and Activities Director. An elected office may be occupied by more than one person subject to Board approval.

Section 3. Term of Office

¹ "Supreme Law:" Inherent in the executive powers of the Board of Directors is the ability to remove a person from the membership for cause.

All offices shall be held for a period of one year, commencing at the January meeting following elections, and terminating at the start of the January meeting, one year later.

Section 4. Removal from Office

Any officer missing three Board of Directors meetings and/or six membership meetings during his/her term of office, without reasonable excuse, shall be removed from office and replaced as soon as possible.

A reasonable excuse shall be determined by the Board of Directors.

Any officer, as determined by a majority of the Board of Directors, found not performing his/her duties, may be removed from office, subject to the approval by a majority vote of the membership at the next membership meeting following a report from the Board of Directors to the membership.

Section 5. Vacancy of Office

Any interim vacancy on the Board of Directors shall be filled by appointment by the Board of Directors, subject to the approval by a majority vote of the membership at the next membership meeting following the vacancy.

In the event that the membership votes down the appointment by the Board of Directors, there will be open nominations for the vacant office and an election held at said membership meeting to fill the vacancy.

Section 6. Returning of CEDAR RAPIDS BEER NUTS Property

All elected officers and any members, upon completion of their term in office or assignment, shall return to the CEDAR RAPIDS BEER NUTS any and all papers, documents, and property deemed to be important to the operation and history of, and belonging to, said Club.

Failure to comply may result in expulsion from the Club and civil action if deemed necessary.

ARTICLE THREE

Duties of Elected Officers

Section 1. President

The duties of the President shall be as follows:

- a. To uphold the Constitution and By-Laws of the Club
- b. To interpret the Constitution and By-Laws of this Club when necessary.
- c. To set the theme and agenda for the meetings.
- d. To call meetings to order and conduct them in an orderly manner.

- e. To call for special meetings when necessary.
- f. To form committees when necessary.
- g. Shall be an ex officio member of all committees.
- h. Shall have no vote on motions made at membership meetings and/or Board of Directors meetings, except to break a tie.

Section 2. Vice-President

The duties of the Vice-President shall be as follows:

- a. To assist the President with his duties.
- b. To coordinate and organize CEDAR RAPIDS BEER NUTS competition efforts as the head of the Competition Committee.
- c. To present certificates of achievement.
- d. If the President is absent from a meeting, the Vice-President shall assume the President's power for that meeting.

Section 3. Secretary

The duties of the Secretary shall be as follows:

- a. To take the minutes of Board of Directors meetings and membership meetings
- b. To maintain a file of all minutes
- c. If the President and Vice-President are both absent from a meeting, then the Secretary shall chair the meeting

Section 4. Treasurer

The duties of the Treasurer shall be as follows:

- a. To administer the Club's finances.
- b. To collect and document monies owed to the Club.
- c. To manage the club's Check book and arrange to have the President, Vice President and him/her self (Treasurer) to have check signing authority.
- d. To reimburse expenses incurred by members on behalf of the Club.
- e. To submit a report to the Board of Directors on a quarterly basis, or when requested by the President.

f. To maintain the inventory and dispersal of club gear, e.g. t-shirts, hats, glasses and more.

Section 5. Activities Director

The duties of the Activities Director shall be as follows:

- a. To arrange to have guest speakers and demonstrations at membership meetings.
- b. To arrange any club festivals
- c. To arrange for tours, workshops and seminars in which the Club may participate.

The Activities Director may form committees to achieve these duties.

Section 6. Member(s) At Large

The unelected and optional position of Member at Large is designated for member(s) approved by the Board of Directors who wish to actively participate and comment on the governance of the club. They shall have no official authority or duties except those prescribed to them by the Board of Directors.

ARTICLE FOUR

Quorums

A voting quorum at a membership meeting shall be no less than ten percent (10%) of the paid membership as reported by the treasurer at the last Board of Directors meeting previous to the membership meeting where a vote(s) is (are) to be taken.

A quorum at a Board of Directors meeting shall consist of one half of the Board of Directors plus one.

ARTICLE FIVE

Election of Officers

Section 1. Eligibility

Any person who has been a paid member for at least six (6) months and is in good standing with this Club may run for an elected office.

Section 2. Nominations

Nominations will open at the August membership meeting and will close at the November membership meeting before balloting commences. The method of collecting nominees' names shall be done at the discretion of the President or whoever is chairman at those meetings.

Section 3. Balloting

A secret ballot election shall be held at the November membership meeting. Only paid members may vote. The President shall determine how the secret balloting will take place.

Section 4. Tally

The President shall form a committee of three members not running for office to tally the ballots. After tabulating the results, the committee shall submit a report to the President as soon as possible, but no later than the next Board of Directors meeting. If any or all of the committee wish to present the report at the Board meeting instead, they may do so.

The new officer(s) for each office shall be that person(s) with a plurality of the votes for that office.

ARTICLE SIX

Installation of Officers

Section 1. New Officers

Installation of the new officers shall occur at the January membership meeting.

Section 2. Officers Filling Vacancies

Any officer filling a vacancy shall be installed at the meeting at which the membership voted its approval.

Section 3. Certificate for Outgoing Officers

All outgoing officers shall be awarded a Certificate of Achievement in appreciation of their terms in office at the December meeting preceding their departure from office.

ARTICLE SEVEN

Meetings

Section 1. Membership Meetings

Membership meetings shall be held at a date and time determined by club membership at the January membership meeting. Individual membership meetings may be rescheduled by the Board of Directors as necessary.

All members are encouraged to attend these events and meetings.

Section 2. Board of Directors

Board of Directors meetings shall be at a time and place called by the President.

All officers are required to attend and submit a report pertinent to their office. Also, any member may attend these meetings.

ARTICLE EIGHT

Amendments

Section 1. Resolutions

From time to time it may be necessary to modify this Constitution and By-Laws. The procedure shall be as follows:

- a. Any individual, or committee, or the Board of Directors may write a resolution to modify this Constitution and By-Laws. It shall include the reason for the change, the article, the section, the paragraph, etc., where the change will occur, and what the change will be.
- b. If an individual member has drafted a resolution, he/she may present it to the Board of Directors for presentation to the membership or bring it to a membership meeting for presentation to the membership. The purpose of presenting it to the membership is to inform them about it.
- c. After presentation the membership shall vote on whether or not to accept the resolution for consideration.
- d. The resolution shall be posted on the club's website after the initial membership approval.
- e. At the next membership meeting, the resolution will be voted on by the paid membership. A 2/3 majority is required for the resolution to be adopted.

BY-LAWS OF THE CEDAR RAPIDS BEER NUTS

ARTICLE ONE

Membership

Section 1. Membership

Membership lasts one year from January through December.

Section 2. Dues

Dues shall be determined by the Board of Directors and approved by the membership. Members shall receive a membership ID (Badge), and may enjoy any other benefits that come along with membership in this Club.

Section 3. First-time Members

First time members may be charged a higher or lower due rate for their first year's membership. The fee change shall be determined by the Board of Directors.

Section 4. Returning Members

After one year membership, dues will be required to continue as a member.

Returning members who do not renew shall be placed on an inactive list. If a returning member has not renewed for a period of five years, his/her name shall be dropped from the list.

Section 5. Honorary Membership

The Board of Directors may elect to designate any person an Honorary Member of the Club for a time period determined by the Board at the time of dispensing such Honorary Membership. Honorary Membership entitles such person access to the club website, and any other benefits as determined by the Board of Directors at the time of election of that title.

Section 6. Membership Agreement

The Board of Directors shall codify a membership agreement that is required for all members. The agreement shall outline acceptable behavior and risks assumed by members.

Section 7. Membership Cards (Badges)

The club shall provide to each member a card designating them as a member of CEDAR RAPIDS BEER NUTS. Each card shall be minimally provided with name and a method to determine the member's expiration date and current status.

ARTICLE TWO

Festivals

Section 1.

There shall be three festivals per year: (1) _____, (2) Beer Camp, and (3) a Holiday Gathering. The festivals may take the place of the regular membership meeting of that month. The Board of Directors shall set the date for each festival.

ARTICLE THREE

Competitions

Section 1. Number

There will be at least three (3) Club-sponsored competitions per year. These competitions may at the discretion of the Board of Directors, be open to other clubs and may be sanctioned by the BJCP/AHA. Sanctioning of these competitions shall not be a requirement for holding them.

Section 2. Other Competitions

The Board of Directors reserves the right to involve this Club in organizing competitions other than the those mentioned above, an example of which would be a home brew competition at a county fair. If the Board of Directors chooses to organize such a competition, every effort shall be made to have it sanctioned by the BJCP/AHA.

Section 3. Rules and Awards

The rules and awards for competitions shall be determined on a per competition basis.

ARTICLE FOUR

Section 1. Effective Date

This Constitution and By-Laws shall be considered in effect when approved by at least two thirds of the membership present at the membership meeting where this document is put to a vote.