

# **Eastern Illinois Parrot Head Club**

## **By-Laws and General Policy**

### **ARTICLE I            Name and Purpose**

- Section 1        The name of the organization shall be the Eastern Illinois Parrot Head Club (EIPHC).
- Section 2        EIPHC shall be a not-for-profit, unincorporated organization affiliated with Parrot Heads in Paradise, Inc. (PHIP). This is a humanitarian group sharing information and social activities for mutual benefit.
- Section 3        EIPHC will engage in activities that are charitable, educational and that promote the general welfare of the community.
- Section 4        The organization purpose is to assist in community and environmental concerns and provide a variety of social activities for people who are interested in the music of Jimmy Buffett and the tropical lifestyle that he personifies.

### **ARTICLE II            Membership and Dues**

- Section 1        Membership in the EIPHC is open to all individuals residing or having interests in the general geographic area of East Central Illinois, primarily defined as the counties of Champaign, Coles, DeWitt, Douglas, Ford, Iroquois, Piatt and Vermilion. Members should be of the tropical spirit and desire to contribute to the betterment of their community.
- Section 2        The fiscal year of the EIPHC and its membership shall commence on October 1 and end on September 30 of each successive year.
- Section 3        There will be two categories of membership in the EIPHC
- a. Individual – consisting of one person
  - b. Family – consisting of two or more persons residing in one residence.
- Section 4        Members will be only those individuals listed on the membership application. Members must be at least 21 years of age to accumulate Club Points (see Article VI) though a family membership may include persons under age 21 (“Keets”).
- Section 5        The Board of Directors shall establish the amount of dues charged annually to its members. Individual membership shall be \$25.00 annually and a family membership shall be \$35.00 annually. Members joining after June 30 of any year will be charged a reduced rate of \$10.00 for an individual or \$15.00 for a family.
- Section 6        A member will be considered in good standing when dues are paid current and they have not violated any bylaws. Annual dues must be paid in full and membership renewals received on or before October 31 of each year to be considered current. Any member wishing to terminate their membership during the fiscal year will not be refunded any portion of their dues.
- Section 7        Individual membership gives the owner the right to one (1) vote for club elections. Family membership gives the owners two (2) votes for club elections.
- Section 8        Payment of dues entitles each membership the right to participate in all club activities and charitable events, Meeting of the Minds events, and the opportunity to purchase premium Jimmy Buffett concert and event tickets through this organization as determined by Club Point accumulation. (See Article VI)

**ARTICLE III**      **Board of Directors – (“Crew”)**

Section 1      The Crew of the EIPHC shall have the general control of the organization. Establishment of policy, implementation and supervision of activities and actions consistent with the purposes of the organization are the responsibility of the Crew.

Section 2      The EIPHC Crew shall consist of sixteen (16) total members with fifteen (15) elected by the general membership. The term of office for elected members shall be three (3) years. No individual may be elected to the Crew if such election would result in more than one person from the same membership serving as a member of the Crew during the same fiscal year.

Section 3      The Immediate Past President (“Shark”) shall also be a voting member of the Crew and primarily serve in an advisory capacity. The Shark shall be available for consultation and also willing to perform other duties as established by the Crew.

Section 4      In order to be eligible to serve as a member of the Crew in the EIPHC, a member must have earned a minimum of ten (10) Club Points in the fiscal year of their nomination and election.

Section 5      The Executive Committee (“Council of Admirals”) of the EIPHC shall consist of four officers and the Immediate Past President (“Shark”). The Council of Admirals shall be elected to their position by a majority vote of the Crew at their October business meeting. The specific duties and honorary titles of the four elected officers to the Council of Admirals are:

a. President (“Captain”)

The President shall be the Chief Executive Officer, responsible for the business and affairs of the club and preside at all business meetings. The Captain shall not have a vote in Crew decisions, with exceptions to break a tie vote or regarding By-Law revisions. The Captain shall be an ex-officio member on all committees as established by the Crew.

b. Vice President (“Quartermaster”)

The Vice President shall, in the absence of the President, assume the duties and obligation of the Presidency, as well as undertake and carry out any further duties designated to them by the Crew.

c. Treasurer (“Boatswain”)

The Treasurer shall serve as the primary financial officer of the organization. This includes responsibility for:

1. Collection, depositing and proper reporting of all dues and other sources of income and expenses of the organization.
2. Preparation of reports and financial statements for presentation to the Crew as requested and at all business meetings.
3. Deposit and distribute any phundraising monies of the EIPHC as authorized by the Crew.
4. Distribute and collect election ballots annually and make a report to the Crew and general membership of election results.

d. Secretary (“Boat Master”)

The Secretary shall maintain all membership files and information, provide minutes of Crew meetings, and work with the Membership Chair in tracking Club

Points. In addition, they shall complete all reports as required by PHIP, Inc. and be the official club representative for concert ticket distribution.

Section 6 No EIPHC member may serve more than six (6) consecutive years as a member of the Crew. The Shark may be the only exception to this service limit should their term as Captain occur during their sixth year as a Crew member.

Section 7 The Crew shall have the option to elect a Captain for a term of two consecutive years upon a two-thirds (2/3) majority vote, though no member may serve more than two (2) consecutive years as the Captain.

Section 8 Should a Crew member resign, or not attend a minimum of eight (8) meetings during the year, or miss three (3) consecutive scheduled Crew Meetings, the Crew shall have the option to replace said Crew member after proper notification to the affected parties. Any replacement Crew member shall be appointed by majority vote of the Crew and complete the remaining term of the replaced member.

#### **Article IV**                      **Elections**

Section 1 The membership, by a ballot vote of eligible nominees, shall annually elect five (5) members of the Crew to each serve a term of three years.

Section 2 Nominations for election candidates to the Crew positions will be made at the August business meeting. Said candidates must approve of their nomination and agree to fulfill the duties of the office if elected.

Section 3 Ballots listing the nominated candidates shall be mailed to all members in good standing within fifteen (15) days after the August business meeting.

Section 4 Completed ballots must be received by the Treasurer on or before October 1<sup>st</sup>. No ballots will be accepted nor their votes tabulated after the October 1 deadline.

Section 5 Should a voting tie occur, the tiebreaker would be determined based upon points earned, with the tied candidate earning the most Club Points in the current fiscal year being named the elected candidate.

Section 6 Election results shall be announced at the October business meeting with Crew members officially assuming their responsibilities at that time.

Section 7 In the event that a Crew member, or a member of the Council of Admirals, cannot complete their term in office, the Crew shall appoint an interim replacement to serve in that position until the next election.

#### **Article V**                      **Meetings**

Section 1 All members are encouraged to attend business meetings which shall be held on a monthly basis at a consistent date and time as determined by the Crew. Eight (8) members of the Crew shall constitute a quorum at any business meeting.

Section 2 Any change to these By-Laws and General Policy shall be made at a scheduled business meeting and require approval by a minimum of ten (10) members of the Crew. It is requested that any proposed By-Law amendment be presented in writing to the Captain at least three days prior to the business meeting.

Section 3 Minutes will be taken at all business meetings by the Boat Master, or a designate, and approval of such will be made at the subsequent business meeting.

Section 4 The Council of Admirals is empowered to make decisions between business meetings when the decision cannot wait until the next scheduled meeting. Actions must be approved by a majority vote of the Council of Admirals who will notify the Crew of such action at the subsequent business meeting.

**Article VI**                      **Club Points**

Section 1 Club Points are accumulated by individuals at least 21 years of age and when earned are credited to that person unless clearly designated for another member while at the event. Members who bring a non-member guest or a “Keet” to work at a civic function or the Phundraiser may elect to also receive the club points earned for that person’s work.

Section 2 The Crew shall appoint a Membership Chair who shall maintain a record of points earned by all members in good standing and shall make such totals available as needed and/or at the request of the Crew. Issues regarding the accumulation of and awarding of Club Points shall be resolved by the Crew and their decision is final.

Section 3 Points shall generally be awarded to eligible members for attendance at official EIPHC meetings and events, and attendance at fund-raising events of other sanctioned PHIP clubs. The Crew reserves the right to award Club Points for additional events or activities pertaining to EIPHC operations.

Section 4 Additional Club Points for working on event planning and at the annual Phundraiser will be awarded by the Crew after the conclusion of the event.

Section 5 Accumulation of Club Points by members will be the determining factor and order of priority, based on ticket availability, by which members may purchase Jimmy Buffett concert and event tickets through the EIPHC.

\* Please note that Parrot Heads in Paradise (PHIP) guidelines only allow two tickets per household. Club tickets can only be used by members in good standing of a PHIP sanctioned club.

Section 6 Club Points shall accrue over twelve months, from February 1 to January 31 of each year. The Membership Chair shall provide final point totals to the Crew at their scheduled February meeting so that any actions required under Article VI, Section 5 may be undertaken.

**Article VII**                      **Miscellaneous**

Section 1 If club funds are available, the EIPHC shall pay the registration fee of any member of the Council of Admirals who plans to attend Meeting of the Minds (MOTM). For purposes of this Section, the Council members shall be those in office at the date when registration forms become available. Additional expenses of the Council members pertaining to EIPHC business while at MOTM may be reimbursed from EIPHC funds after the event, though also subject to fund availability.

Section 2 EIPHC funds may be distributed for charitable causes at the direction of the Crew, though generally limited to established community, state or national organizations and non-profit entities. Financial awards to individuals, or to events for the benefit of an individual, are strongly discouraged.

Section 3      Should this organization disband, all remaining club balances after payment of obligations shall be awarded to a charitable organization as determined by a majority vote of the general membership.

Section 4      Members of EIPHC by virtue of their membership agree to demonstrate personal responsibility for their (and their guest's) words, actions, and deeds and not to exhibit behaviors that are harmful to themselves and others or to any personal property. EIPHC will not condone behavior contrary to our objectives nor that which we feel is harmful to others. By virtue of your membership in the EIPHC, you have agreed to "Party with a Purpose" in a most responsible fashion!

*By-Laws and General Policy Last Modified by the Crew on March 18, 2008*