

SOLAR OUTDOORS CLUB BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1.1: Name

The organization shall be known as Solar Outdoors.

Section 1.2: Purpose

The particular business and purpose of Solar Outdoors shall be as follows:

1. To promote and advance interest in the outdoors through information and participation in activities related to the Solar Outdoors program.
2. To provide a medium and a format for the exchange of ideas, information, skills, equipment, etc. related to the planning and conducting of outdoor activities, expeditions, etc., by and with people who are interested and involved in supporting and promoting these purposes as stated.

ARTICLE II: GOVERNING BODY

Section 2.1: Governing Body

The governing body of Solar Outdoors shall be the Steering Committee.

Section 2.2: How the Steering Committee Votes on Business Transactions

To vote: a quorum of Steering Committee members must be present (a quorum is a majority of the currently elected Steering Committee membership). Then the decision of the majority of the Steering Committee members present is required for the vote to be effective.

Section 2.3: Parliamentary Authority

Parliamentary authority for all meetings shall be Roberts Rules of Order as amended.

Section 2.4: Meetings of the Steering Committee

The Steering Committee shall hold such meetings as required by action of the president, in order to perform its duties, usually the Tuesday before the general membership meeting. Such meetings may be open or closed to the general membership. All members of the Steering Committee must receive notice of such meetings at least three days in advance.

Article III: STEERING COMMITTEE

Section 3.1: Members

The Steering Committee shall be composed of all elected officers, all standing committee chairpersons, and the honorary past presidents of Solar Outdoors (Members at Large).

Section 3.2 Duties

It shall be the duties of the Steering Committee to perform such tasks as:

1. To establish the agenda and program for all meetings of Solar Outdoors.
2. To regulate and govern the affairs of Solar Outdoors.

Section 3.3: Officers

The Officers of Solar Outdoors shall consist of president, vice president, secretary, and treasurer.

Section 3.4: Election and Term of Office

The election of officers and committee chairpersons shall be held during the April General Membership meeting of Solar Outdoors. Elections shall be by written ballot.

Under extenuating circumstances where the April General Membership meeting cannot be held in person at the usual time and location, the Steering Committee may make arrangements to hold the election by mail-in or electronic ballot.

The officers and chairpersons shall be elected for a term of one year or until their successors are named. Term of office shall begin at the May Steering Committee meeting following the election.

Section 3.5: Vacancies

A vacancy in the position of any office or chair shall be filled by action of the remaining members of the Steering Committee.

Section 3.6: Officer Duties

1. President: It shall be the duty of the president to preside at General Membership and Steering Committee meetings and to perform such other duties as ordinarily pertain to his/her office and such others as stated in the Bylaws.

2. Vice President: It shall be the duty of the vice president to preside at General Membership and Steering Committee meetings in the absence of the president and to perform such other duties as ordinarily pertain to the office.
3. Secretary: It shall be the duty of the secretary to inform membership of General Membership and Steering Committee meetings, record the minutes of Steering Committee meetings, make required reports, carry on necessary correspondence, and perform such other duties as usually pertain to the office.
4. Treasurer: It shall be the duty of the treasurer to have custody of all funds: accounting for the same at the Steering Committee regular meetings in a written report, (including assets and liabilities, and current month's income and expenditures), and any other time demanded by the Steering Committee; to maintain an inventory record and to perform such other duties as pertinent to the office. Upon retirement from office the treasurer shall turn over to the successor or to the president all funds, books of accounts or any Solar Outdoors property in his/her possession.

Section 3.7 Committee Chairpersons:

It shall be the duty of the committee chairpersons to ensure the transaction of committee business as directed by the Steering Committee, to render committee reports of all transactions at all regular Steering Committee and General Membership meetings, and to perform such other duties as pertain to the office.

Article IV: COMMITTEES

Section 4.1: Standing Committees

The president and/or applicable committee chairperson, subject to the approval of the Steering Committee, may appoint members to the following Standing Committees:

- Activities Committee
- Bylaws Committee
- Communication Committee
- Education Committee
- Equipment Committee
- Historian Committee
- Membership Committee
- Programs Committee
- Public Relations Committee
- Website Committee

Section 4.2: Additional Committees

The Steering Committee may establish such other committees or offices as it deems necessary.

Section 4.3: Membership

The president and vice president shall be ex officio members of all committees, and, as such, shall have all the privileges of membership thereon. The membership of the various committees shall include such committee members as the committee chairperson and Steering Committee agree upon to carry on the duties of said committee.

Section 4.4: Duties

Each committee (consisting of one or more persons) shall transact such business as is delegated to it by the Bylaws and such additional business as may be referred to it by the president or Steering Committee. Committee chairpersons shall report to the Steering Committee.

1. Activities Committee: To promote activities in keeping with the purpose of Solar Outdoors, to maintain and revise Activities Guidelines and to provide assistance to Solar Outdoors members who organize and/or promote Activities.
2. Bylaws Committee: To review periodically the Bylaws to determine what, if any, changes should be made to meet the changes in time. A member of this committee shall be chosen by the committee chairman to act as parliamentarian.
3. Communications Committee: To be responsible for sharing information about classes, activities, Solar Outdoors meetings and programs with the membership.
4. Education Committee: To coordinate and promote educational programs offered through Solar Outdoors; develop and maintain related guidelines; assist and support members who develop, instruct, organize and/or promote these programs and explore new areas that may be of interest to members of Solar Outdoors.
5. Equipment Committee: To establish and maintain guidelines for the procurement and use of all physical properties of Solar Outdoors, to maintain inventories, to monitor the condition of, and to regulate the use and storage of such properties.
6. Historian Committee: To compile and maintain a record of activities utilizing all necessary documentation methods to extol the fulfillment of the stated purpose of Solar Outdoors.

7. Membership Committee: To strengthen and expand the membership in Solar Outdoors, to maintain accurate and updated membership records, to maintain and update mailing lists, to provide new members with information and appropriate materials pertaining to Solar Outdoors.
8. Programs Committee: To arrange, develop, and assist in carrying out the programs presented at the general membership meetings. All programs shall be approved by the Steering Committee in keeping with the purpose of Solar Outdoors.
9. Public Relations Committee: To promote Solar Outdoors, and to organize and publish other materials as deemed necessary for the good of Solar Outdoors.
10. Website Committee: The Website Committee will be responsible for the creation and maintenance of the Solar Outdoors website; ensuring that the website contains current information with regards to upcoming classes and activities. The Committee chairperson shall, with Steering Committee approval, have final authority over the content and function of the Solar Outdoors website.

ARTICLE V: ASSOCIATION

Section 5.1: Qualification for Membership

Solar Outdoors is committed to equal treatment and opportunities without regard to race, color, religion, age, gender, sexual orientation, marital status, veteran status, national origin, ancestry, medical status or disability.

Any person, persons, or organization interested in the promotion of the activities and objectives for which this organization is formed which takes an active part in furthering any of its purposes, projects or programs, shall be admitted as a single membership in Solar Outdoors upon approval of their membership application by the Membership Committee.

Section 5.2: Membership Designations

Memberships in Solar Outdoors shall be designated by the following classifications:

1. Individual Membership: The individual membership will consist of a person who is 18 years or older, and his/her children or dependents under 18 years of age. This membership must be renewed annually.

2. Individual Lifetime Membership: An individual member for life. (Purchased prior to 3/22/22 to be grandfathered in, this membership is no longer offered)
3. Family Lifetime Membership: A family membership for the lifetime(s) of the individual member and his/her spouse or domestic partner. (Purchased prior to 3/22/22 to be grandfathered in, this membership is no longer offered)
4. Honorary Membership: To be awarded by the Steering Committee as determined appropriate to any individual who has made exceptional contributions in and/or for the outdoors. Honorary members do not have voting rights.

In the event of the dissolution of a marriage/domestic partnership, a family membership will be converted into two memberships (Family or Individual, as appropriate).

The amount of the dues for each membership classification above will be reviewed on an annual basis and revised as necessary by the Steering Committee.

Section 5.3: Admittance to Membership

Any person, persons, or organization as stated in Section 5.1 and qualifying shall complete a membership application, including a signed annual waiver, and submit it with the application dues or service record to the Membership Committee for checking on membership applicability. In figuring service, the value of such service shall be figured at scale rates for similar work. The report of this application shall be given to the Steering Committee as soon as possible. Final disposition regarding the acceptance or rejection of each application rests with the Steering Committee and the prospective member will receive notification of the disposition of such application as soon as practical. If rejected, all dues shall be returned.

Section 5.4: Cancellation of Membership

Any member may withdraw from membership upon application in writing submitted to the Steering Committee upon meeting and fulfilling all obligations to Solar Outdoors then in existence.

Section 5.4.1: Termination of Membership

The Steering Committee may terminate the membership of any member participating in socially unacceptable or criminal behavior on any class or activity. The member shall be notified in writing by Certified Mail, Return Receipt requested, that the Steering Committee is considering the termination of their

membership. The member under consideration for termination shall be advised of the time and location of the Steering Committee meeting where the termination will be considered. The member under consideration for termination shall have the right to select a Member At Large of Solar Outdoors to chair the termination proceedings. The Steering Committee shall advise the member why termination is being considered, presenting such supporting materials or witnesses as required. The member under consideration shall have the right to bring such supporting materials and witnesses to demonstrate why the termination clause should not be invoked. The termination of a membership shall require unanimous vote of the Steering Committee. If a membership is terminated, donations to Solar Outdoors shall be prorated (Lifetime Memberships shall be amortized over five years) and any unused portions of the donation shall be returned.

Section 5.5: Transfer of Membership

Membership in Solar Outdoors shall not be transferable.

Section 5.7: Membership Year

The membership year shall be 12 months.

Section 5.8: Rights and Voting

Each member of Solar Outdoors, unless specifically stated otherwise, shall be equally privileged with all other members. Members shall have the right to vote for Steering Committee Officers. The election of officers shall be transacted by ballot vote. In the election of officers, tellers shall be appointed by the presiding officer to distribute, collect and tally the ballots. Such ballots shall be destroyed after the results have been announced.

Section 5.9: Regular Meetings

Solar Outdoors shall hold regular business meetings for the purpose of hearing committee reports and conducting business of Solar Outdoors. The regular General Membership meetings of Solar Outdoors shall be held on the last Tuesday of each month or on a date determined by the steering committee.

Section 5.10: Special Meetings

Special meetings of Solar Outdoors' general membership may be convened by a majority of the Steering Committee.

Section 5.11: Notice of Meeting

A minimum of five days notice shall be required to convene a special meeting of Solar Outdoors' general membership. The date, time, and location of each general membership meeting (regular or special) shall be announced by the secretary through any means in general use by the club.

Article VI: ASSETS AND FINANCE

Section 6.1 Acquisition

Solar Outdoors may acquire such assets as deemed necessary by the Steering Committee to carry out the purpose of Solar Outdoors.

Section 6.2: Handling of Funds

All funds of Solar Outdoors shall be deposited in a bank to be named by the Steering Committee. All bills shall be paid either by check signed by the treasurer and one of a number of other designated members of the Steering Committee or by electronic check/payment. No part of any dues, workshop or activity fees shall be refundable. Exceptions for extenuating circumstances will be at the discretion of the membership chair (for membership dues), lead instructor (for class fees), or trip leader (for activity fees).

Section 6.3: The Fiscal Year

The fiscal year shall extend from January 1 to December 31.

Section 6.4: Disposition

In the event of dissolution, all assets, real and personal, shall be eliminated at an auction through the membership. The proceeds will be distributed to an outdoor organization that is voted on by the Steering Committee.

Article VII: AMENDMENTS AND RESOLUTIONS

Section 7.1: Amendments

These Bylaws may be changed or amended by a two-thirds vote at any regular or special meeting of the Steering Committee (consisting of a quorum).

Section 7.2: Notice of Proposed Changes

Written notice of the proposed Bylaws changes shall be sent to each member of the Steering Committee at least five days prior to such meeting.

Section 7.3: Conflict

No amendment or addition to these bylaws can be made which is not in harmony with the original purpose of Solar Outdoors as stated.

Adopted May 1976;

Revised: June & August 1976; July 1981; December 1983; March 1986; January 1987; January 1990; April, 1991; January, 1995; April, 1995; September, 1996; October, 1998; October, 2000; November 2003; April 2012; November 2012; November 2014; May 2015; January 2016; April 2017; March 2020; March 2022.