

NORTHERN KENTUCKY BRIDGE CLUB

September 6, 2007
(Amended November 11, 2014)

ARTICLE I

NAME: The name of the organization shall be the Northern Kentucky Bridge Club. (NKBC) The NKBC is a non-profit entity and is exempt from Federal Income Tax under section 501(c)(7) of the Internal Revenue Code.

ARTICLE II

PURPOSE: The purpose of the Club shall be to promote the game of bridge and to provide facilities and necessary equipment for the playing of duplicate bridge in the Northern Kentucky Area. The club is associated with the American Contract Bridge League (ACBL) for the purpose of awarding and recording master points earned by players at this Club. Membership is open to all bridge players. New players shall pay a nominal entrance fee the first time they play.

ARTICLE III

BOARD OF TRUSTEES

Section 1. The Board of Trustees shall be composed of six elected members.

Section 2. The members of the Board of Trustees shall be elected for two year terms, and the terms will be staggered, such that three members will be elected each year. The current Board members' terms will not expire until December 31, 2007. Therefore in the 2007 election, six trustees will be elected. The six candidates receiving the greatest number of votes will be elected. The three candidates receiving the greatest number of votes will serve until December 31, 2009. The next three candidates will serve until December 31, 2008. Thereafter, three Trustees will be elected each year for two year terms.

Section 3. Each year at the September board meeting, the President, with the advice and consent of the Trustees, shall appoint a Chair of the Nominating Committee and two assistants whose function will be to recruit members who are interested in serving on the Board of Trustees, to run in the upcoming election. The Nominating Committee shall prepare the ballots.

Section 4. One week before the date of the annual election and through the day of the election, ballots will be available at the club's game site. Players whose names are on the membership rolls will be given a ballot by a member of the Nominating Committee. Absentee ballots will be supplied upon request. The ballot can be completed and placed in a ballot box provided for that purpose, during that week or on election day.

Section 5. The election will be held on the date of the club's Anniversary Party which will be held in November of each year. The Nominating Chair and Assistants shall count the votes. The President shall appoint two disinterested members to verify the vote count, after which the results will be announced to the membership. In case of tie votes, the President will draw lots. The ballots shall be preserved for one month.

Section 6. If vacancies occur on the Board of Trustees, the President shall appoint replacements with the advice and consent of the Board members. The term of such replacement's service will expire on December 31, of the year of the appointment.

Section 7. The Board of Trustees shall determine the broad policies of the Club and exercise general supervision of its affairs, finances and properties.

ARTICLE IV

OFFICERS

Section 1. The Board of Trustees shall elect the officers of the Club from among themselves. The Officers shall include: President, Vice President, Secretary and Treasurer. Following the election to be held in November of 2007, the term of the officers shall be one year. The Board may appoint members who are not on the board to carry out special functions for clearly stated time periods.

Section 2. The President shall preside at all meetings of the Club and shall perform all duties customarily incident to the office. The President will vote on Board matters only in the case of a tie vote. The President shall appoint a Chair for each of such committees as may be appropriate from time to time. These may include: a Zero Tolerance Committee, a Partnership Committee, a Publicity Committee, a Supply Committee, and such other committees as may be deemed necessary by the President or the Board of Trustees. The Chair of each committee may choose additional members to assist with the functions of the committee when necessary.

Section 3. The Vice President shall perform all the duties of the President in the President's absence and shall also perform such other duties which may be delegated by the President or the Board of Trustees.

Section 4. The Secretary shall keep and report the minutes of all meetings, and perform such other duties as the Board may direct. The Secretary will post the draft minutes and the approved minutes on NKBC's website as soon as practical after each meeting. An important function is to precisely record the results of the annual election, so that it will be clear which Trustees' terms and any replacement Trustees' terms will expire on December 31, following the next annual election.

Section 5. The Treasurer shall receive all the income from Club operations and such other monies which may be due the Club. The Treasurer shall pay all bills for authorized expenses, keep accurate records of income and expenses and make financial reports at each regularly scheduled meeting of the Board of Trustees. The Treasurer will make available to the Club manager (see Section 6, below) such funds which will be necessary to pay the fees due ACBL each month. The Treasurer shall also be responsible to prepare and submit any reports required by the Internal Revenue Service or the Kentucky State Revenue Cabinet. A second person other than the Treasurer shall be designated by the Board to have access to the club's bank accounts for the purpose of receiving monies and paying bills. The Board of Trustees from time to time may place limits on expenditures which may be made without the specific approval of the Board.

Section 6. Following a Board directed search, the President, with the advice and consent of the Board of Trustees shall appoint a Club Manager who shall be responsible for organizing the club games and reporting the results of sanctioned games to ACBL in order to confirm the award of master-points. The Manager will be responsible for paying necessary fees to ACBL, and making a monthly accounting of such payments to the Treasurer. The Manager shall automatically be an additional (seventh) voting member of the Board of Trustees.

The Club Manager's service shall be ongoing with the expectation that either the board or the Club Manager shall terminate the appointment with two months notice.

In June, beginning in 2015, following an Executive Session, the board shall provide evaluative feedback to the Club Manager.

ARTICLE V

EXECUTIVE COMMITTEE

Section 1. Whenever an emergency situation requires the action of the Board of Trustees and it is not possible to contact a quorum, then any three members of the Board shall be considered an Executive Committee, capable of making emergency decisions. Such action shall be reported to the full Board of Trustees as soon as possible

ARTICLE VI

MISCELLANEOUS

Section 1. The annual meeting of NKBC will be held at the time of the annual Anniversary Party to be held in November of each year. The election to the Board of Trustees will be held at this meeting. The newly elected Board members shall meet promptly to appoint the officers to serve for the next year. The newly elected Board and the officers shall take office on January 1 following the election.

Section 2. The Board of Trustees will hold monthly meetings. Special meetings may be called when necessary. The general membership shall be invited to attend any such meetings.

Section 3. Secret ballots may be required for certain actions. The board shall rule on this as the occasion arises.

Section 4. Game Directors shall be appointed by the Board of Trustees, and shall be certified by ACBL. Newly qualified Directors may apply to the Board for appointments .

ARTICLE VII

Section 1. Amendments to the By-Laws may be proposed by the Board of Directors or by a petition signed by twenty club members. Approval of a By-Law change shall require a vote of two thirds of the members present at an annual meeting or at a meeting specifically announced for this purpose. The proposed By-Law change shall be publicized at least 60 days before the date of such meeting.

Cynthia D. Carter - president NKBC
Mary Lyubov - Sec.

September 6, 2007

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Elaine Jordan, President
Joseph Engwiler, Secretary

November 11, 2014

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