

Twin Rivers Paddle Club

June 12, 2012

By-Laws

Article 1 – Name

Twin Rivers Paddle Club is the name of this organization. The word “Club” will refer to the Twin River Paddle Club in these By Laws below.

Article 2 - Relationship, Craven County Recreation and Parks Department

The Twin Rivers Paddle Club shall, be aligned with and will closely cooperate with the Craven County Recreation and Parks Department in the conduct of its activities, care of facilities, and obedience to the rules and regulations imposed by the Department of Recreation and Parks. The Craven County Recreation and Parks Department will provide a liaison person to provide oversight support for the Club. Craven County Recreation and Parks Department will hereafter be known as CCRPD.

Article 3 - Purpose

Our main purpose is to unite persons interested in canoe and kayak paddling in the Craven County area and to promote paddle sports in this region while maintaining a safe and responsible use of navigable waters. We will (1) Offer organized trips throughout the year with veteran members leading on a volunteer basis. (2) Encourage exploration of recreational waterways in Craven County. (3) Encourage preservation of waterways, i.e., conservation of rivers, wildlife. (4) Promote enjoyment and appreciation of the wilderness. (5) Promote safety/proficiency in paddling. (6) Publish and demonstrate developments in all aspects of paddling. (7) Offer members the opportunity to improve their paddling skills with club sponsored clinic for novice to experienced paddlers. The Club is not formed for financial gains to the benefit of its members, officers and/or advisors.

Article 4 – Basic Policy

The following are the basic policies of the Club:

1. The Club shall be non-commercial and non-partisan.
2. The name of the Club or names of any members in their official capacities shall not be used in any connection with a commercial concern or with any partisan interest or for any purpose not appropriately related to the promotion of the objectives of the Club.
3. The Club shall cooperate with other similar organizations to support the preservation and improvement of natural waterways and water safety.
4. The Club shall cooperate with other organizations and agencies concerned with canoeing & kayaking but any commitment made by any person shall not be binding

upon the Club unless such a commitment has be approved by a majority vote of the members present at a regular meeting.

5. The Club shall not participate in, or intervene in any political campaign on behalf of any candidate for public office.

Article 5: Membership

Anyone is welcome to join the club - what ever their paddling interest, ability, or level of experience. This is a chance to meet others with common interests and similar skill levels. Any member is a member in good standing that (a) has paid dues within the last 12 months, (b) supports the club and its purposes, (c) has signed the club statement of liability, and (d) is willing to comply with club safety rules for club sponsored trips and events. Only a member in good standing is eligible to vote at meetings, and may serve in any of its elective or appointed positions. Members are allowed to invite guests to TRPC events. However, after a nonmember local area resident has participated in two events in a calendar year they must join the club before they can participate in the third TRPC event that year.

The dues are \$12.00 per year and are due by December 31 each year and they cover all members living within a household. Members who join during the year will have their dues pro-rated at \$1.00 per month. Membership dues help to support the newsletter, website, conservation, access, and social activities. Members who renew their membership after December 31 will not have their dues prorated; therefore, they will pay the full year membership dues of \$12.00.

Article 6 - Officers and Election

Section1: Officers

The officers of the Twin Rivers Paddle Club shall consist of the President, Vice President, Secretary, Treasurer, and Communications and Publicity Officer (appointed by the President). All officers shall perform the duties indicated by their respective office and shall be responsible to the Club membership. Other duties and powers can be designated as prescribed in these bylaws. Terms: officers shall be elected for a term of one year. With the exception of the Immediate Past President, Club Officers vacancies will be filled for the remainder of the term by appointment of the President and confirmed by the other Officers. In the event that the position of President becomes vacant, the position shall be filled by the Vice-President.

Section 2: Election

There shall be a nominating committee and chairperson appointed by the Club President. The election of officers shall be held at the Annual Meeting. The nomination chairperson shall nominate an eligible person for each office to be filled and/or receive nominations from the general membership and report the nominees prior to the Annual

Meeting. At the Annual Meeting additional nominations may be made from the floor. Officers shall be elected by ballot by majority vote of the members present at the Annual Meeting. If there is only one nominee for any office, that nominee is subject to approval by two-thirds of the members in attendance.

Article 7 - Duties of the Officers

Section 1: President

It shall be the duty of the President to oversee the activities of the club, to serve as liaison with the CCRPD, to preside at meetings, to appoint committee chairpersons and members, and to appoint a nominating committee by the July meeting so they can present at the Annual Meeting a slate of officers for the following year. The President shall vote only to break a tie.

Section 2: Vice-President

It shall be the duty of the Vice-President to perform such duties as may be requested by the President and in his/her absence to act in his/her stead. He/She will serve as the trip planning coordinator (lead the development of the Calendar of Events) and upon request will serve as the program coordinator.

Section 3: Secretary

It shall be the duty of the Secretary to record and keep minutes of all meetings, to transmit copies of such records to the CCRPD, must keep an updated file of applications, must also publish a membership list with contact information, and to conduct the official correspondence of the club as directed by the President.

Section 4: Treasurer

It shall be the duty of the Treasurer to receive all monies due the Club and deposit them in the Club's Banking Account, to pay all authorized bills, to keep an accurate account of monies received and spent, and to render reports to the President at each meeting or as requested by the President. Authorized bills shall be defined as claims up to \$100.00 and claims over \$100.00 approved by at least three club officers. This also applies to the second person with signature authority of the Banking Account. He/she shall also keep a roster of the paid-up membership. The Treasurer shall distribute renewal notices to current members and must inform the Secretary as soon as possible upon receipt of dues.

Section 5: Communications and Publicity Officer

This Officer (appointed by the President) will have four primary functions: (1) to publish a newsletter for members and other interested individuals. (2) Be a web-master or support a web-master in developing and maintaining a club website. (3) To coordinate

media publicity. (4) If deemed appropriate by the President, chair a Communication and Publicity Committee.

Article 8 - Meetings

Section 1: Annual Meeting

An annual meeting of the membership shall be the October meeting of each year beginning with the year 2006. This meeting shall be the same time, date, and place of the regular meeting unless otherwise specified by the Club President prior to the meeting. The meeting will be for the purpose of holding elections and for the transaction of such other business as may come before the club. If the day fixed for the annual meeting is a legal holiday, the meeting shall be held on the next business day.

Section 2: Regular Meetings

Regular meetings of the membership to conduct normal or special affairs of the Club shall be held on the Second Tuesday of the month throughout the year. Regular meetings shall be held at 7:00PM in the Commissioners Room at the Craven County Administrative Building at 406 Craven Street in New Bern, unless otherwise specified.

Section 3: Special Meetings:

Special meetings of the membership for any purpose(s) may be called from time to time by any of the following: the president, The CCRPD Representative, or not less than 25 percent of the members of the Club.

Section 4: Meetings -General Information

1. Ten members shall constitute a quorum for the transaction of business during meetings of the club.
2. The club may have programs at regular meetings during the year. These programs will be of an ad-hoc nature and not scheduled on a regular basis. If a program is planned the Vice-President will cause notification of members.
3. All club meetings will be conducted in accordance with Robert's Rules of Order.

Article 9 - Committees

The Twin Rivers Paddle Club recognizes that committee members help the organization accomplish worthwhile projects, coordinate events, and spread the workload among volunteers. The Club may recruit, as needed, committee members and chairs or co-chairs for standing committees, project committees and ad hoc committees.

Article 10 – Logo

The logo of the Club shall be as more particularly shown in the following impression:

(WILL BE DEVELOPED LATER)

Article 11 - Amendments

These Bylaws may be amended, repealed, or altered in whole or on part by 2/3 vote of the membership of the Club at any regular meeting or by a majority vote at a regular or special

meeting of the Club, providing notice thereof is distributed to the members including a verbatim copy of the change to be considered.