



**Box 81244; Pittsburgh, PA 15217-4244 USA
412-422-8850 info@burghbears.org**

Bylaws

The Burgh Bears of Pittsburgh, Pennsylvania, is a non-profit social group with charitable intent, created to sponsor and promote social and recreational activities for its members, who are primarily gay or bisexual hirsute men and their admirers.

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Chapter 1: General

Section 1.1: Name

The name of this organization shall be "The Burgh Bears" (herein after referred to as the "Club").

Section 1.2: Purpose

The Club is a non-profit social group with charitable intent created to sponsor and promote social and recreational activities for its members, who are primarily gay or bisexual hirsute men and their admirers. We meet once monthly, along with other activities.

Chapter 2: Bylaws

Section 2.1: Establishment of Bylaws

These bylaws will be established upon majority approval of the Executive Committee.

Section 2.2: Changes to Bylaws

These bylaws may be changed, amended, or repealed at any time by the action of the membership at a regular monthly meeting of the Club. Proposed changes shall be presented in writing at a regular monthly meeting. A motion must be passed to include the proposed changes in the agenda of the next regular monthly meeting. The proposed changes will be made available to the general membership of the Club via e-mail, web posting, and/or special mail at least ten days prior to the next regular monthly meeting; notification of the impending changes must be included in the Club Hotline telephone message for at least two weeks prior to the next monthly meeting. At that meeting, a majority vote of those present is necessary to approve changes, amendments, or repeal; members may vote by written or e-mail proxy submitted to any member of the Executive Committee.

Chapter 3: Membership

Section 3.1: General Membership

General members of the Club must be at least twenty-one (21) years of age. The Club reserves the right to request identification from an applicant or member with proof of age such as a drivers license or other governmental identification. No other physical characteristics are required for membership. General Members are required to pay yearly dues as determined by the Executive Committee to be considered in good standing.

Section 3.2: Executive Membership

Section 3.2.1: Executive Committee Structure (Titles and Duties)

The Executive Committee is responsible for the day-to-day operation of the Club. Any General Member meeting the qualifications to hold an Executive Committee position may run for more than one functional role, such as General Secretary and Event Manager. However they are not permitted to hold more than one functional role. If elected to two or more positions, the member will choose the preferred position with the vacated position(s) going to the member with the second highest vote tally. In the event of a tie or no available second choice, the General Manager will then fill the position through appointment of one of the Executive Members at Large or another qualified General Member. The committee is comprised of these positions:

- General Manager: Responsible for overseeing other committee positions; ombudsman of Executive Committee and Club as a whole; acts as Club representative when single representative is required. This member may not hold any other functional role of the Executive Committee
- Treasurer: responsible for keeping track of Club finances, membership dues. Works with the General Secretary to maintain the Club roster. Fields issues/concerns about General Manager; assumes responsibilities of General Manager if he is absent
- General Secretary: responsible for maintaining Executive Committee meeting minutes, event calendar, other intra-Club documentation; responsible for maintaining and securing membership information; works with Treasurer to maintain Club roster; works with Web Master to supply timely updates to Club website. Also is responsible for Club communications and outreach; and publishing the newsletter
- Event Manager: responsible for scheduling and planning events; works with Correspondence Secretary as chair of Events Committee
- Web Master: responsible for maintaining and updating the Club's web site
- Executive Members at Large (3): responsible for assisting other Executive Committee members with decisions and tasks; act as ombudsmen between Executive Committee and General Membership

Section 3.2.2: Executive Membership Qualifications

Executive Committee members must have been General Members in good standing for at least six months prior to being nominated to the Executive Committee. Executive Committee members must be available to attend Executive Committee meetings as well as the Club's monthly meetings or be able to provide an adequate substitution, as determined by the General Manager. All Executive Committee positions are strictly voluntary; no material or financial compensation will be given or allowed.

Section 3.2.3: Election of Executive Membership

All Executive Committee members are nominated and elected annually by the General Membership in good standing. The election will be announced at least one month in advance. Proxy votes will be accepted by the Reporting Secretary only until the date of the election. Newly elected Executive Committee members will assume their positions at the second monthly meeting after the election; outgoing Executive Committee members are expected to work with incoming members during the transitional period to insure a smooth exchange of responsibilities. If a vacancy occurs on the Executive Committee due to resignation, removal, or any other reason, a replacement for that position will be selected by a majority vote of the remaining members of the Executive Committee. The replacement will then complete the vacated term.

Section 3.3: Membership Records

Section 3.3.1: Information Gathered

Membership applications will include a copy of the Club bylaws, and will ask applicants for

identifying information such as name, address, telephone number, email address, and age. The application will also ask the member's preferred method of contact for Club business. The applicant is required to sign the application to certify age, and that they agree to abide by the Club bylaws.

Section 3.3.2: Confidentiality of Membership Records

The information contained on the Club membership applications will be kept strictly confidential to the Club, and will only be used for Club business. Membership information is the responsibility of the Reporting Secretary. Any person using the information for personal or otherwise inappropriate purposes faces immediate expulsion from the Club.

Section 3.4: Removal of Members

Section 3.4.1: Removal of General Members

The Executive Committee may elect to remove a General Member from membership if they feel that person has acted in a manner detrimental to the Club or its members. General Members may recommend removal of an individual to the Executive Committee. A removal of this type must be announced to the Club membership at large by the next Club meeting, and may be challenged by any Club member in good standing. Upon such a challenge, a vote on the member's removal will be scheduled for the next consecutive Club meeting. At this meeting, the Executive Committee must restate the reason for the proposed removal; the member in question will have the opportunity to present a rebuttal. The Reporting Secretary will notify all Club members in good standing of the vote by email, telephone, or mail (in order of preference). Proxy votes will be accepted by the Reporting Secretary until the day of the meeting. A 75% affirmative vote of participating eligible members (with a majority of eligible members either present or accounted for) in favor of removal is required for the member's removal. Members removed for any reason are not entitled to a refund of their annual dues. Once removed, former members may be allowed to rejoin the Club at the discretion of the Executive Committee.

Section 3.4.2: Removal of Executive Members

Any Club member in good standing may nominate an Executive Committee member for removal. Any such nomination will be held to a majority vote of all present members at the next Club meeting. The Club member must restate the reason for the proposed removal; the Executive Committee member in question will have the opportunity to present a rebuttal. If passed, a vote on the Executive Member's removal will be scheduled for the next consecutive Club meeting. The Reporting Secretary (or other Executive Member as needed) will notify all Club members in good standing of the vote by email, telephone, or mail (in order of preference). Proxy votes will be accepted by the Reporting Secretary (or other Executive Member as needed) until the day of the meeting. A 75% affirmative vote of participating eligible members (with a majority of eligible members either present or accounted for) in favor of removal is required for the Executive Committee member's removal. Removed Executive Committee members remain General Members in good standing.

Section 3.5: Membership Benefits

Only members in good standing may vote on Club business. Additional membership benefits may be added at the discretion of the Executive Committee.

Chapter 4: Finances

Section 4.1: Income

All income will be deposited in a checking account under the name of the Club, with check signature rights in a dual signatory format.

Section 4.1.1: Dues

Dues may be assessed by the Executive Committee on an annual basis. Dues are payable at the beginning of each calendar year to "The Burgh Bears" and collected by the Treasurer. The Executive Committee reserves the right to waive dues upon petition of a member facing extenuating circumstances.

Section 4.1.2: Other Fundraising

All other fundraising for the Club must be nominally approved by the Executive Committee. The Treasurer and Events Manager must be notified of any fundraising efforts.

Section 4.2: Expenditures

Any Club expenditures must be approved by the Executive Committee. The General Manager, Treasurer, and Recording Secretary shall have signature authority. Any checks must be signed by two designated signatories, with the check's intended use denoted on the face of the check and recorded in the Club's records. No two authorizing signatories appearing on the same check shall be from the same household/address. Any requests for reimbursement for Club expenses must be accompanied by receipts.

Section 4.3: Audit of Finances

The Executive Committee shall appoint an outside auditor as required by law. The results of this audit shall be reported to the Club no later than the June Club meeting.

Chapter 5: Symbols and Trademarks

All Club symbols and trademarks are the property of the Club. Permission to use such symbols and trademarks must be issued by the Executive Committee.

Chapter 6: Dissolution of the Club

Section 6.1: Action to Dissolution

Initiation of the process of dissolution of the Club requires a motion from the majority of the Executive Committee. Conclusion of the process of dissolution of the Club requires a 75% affirmative vote of participating eligible members (with a majority of eligible members either present or accounted for).

Section 6.2: Distribution of Finances Upon Dissolution

Upon dissolution of the Club, the Executive Committee is responsible for insuring that all Club debts and expenses are paid as Club funds permit. The remainder of the Club assets shall be distributed by choice of the Executive Committee to any nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established tax exempt status under Internal Revenue Code, Section 501(c)(3). No part of Club

assets may be distributed to any individual person, whether a member of the Club or not.

Adopted by the membership of the Burgh Bears on August 6, 2002. Thanks to the Bears of Central Florida, Bears of the Old Pueblo, Blackjack Bears, Front Range Bears, Heart of Texas Bears, and Northwest Bears.

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