

By-Laws of OutVentures

Mission:

OutVentures is a volunteer driven non-profit membership organization for the GLBT community. Our objective is to bring the men and women of our community together to promote a positive attitude, exemplary values, service, health, and social equality through outdoor recreation. Embracing diversity, equal treatment, respect, and dignity help to encourage a spirit of good fellowship amongst all lovers of outdoor life.

The OutVentures website, classes, and social events create an environment to share knowledge and experience about outdoor recreation activities. They encourage leadership and participation. They also offer access to information and enjoyable educational opportunities about safety and responsibility.

Members:

No person will be excluded from membership, segregated or otherwise discriminated against within OutVentures because of: sexual identity or orientation, age, color, economic status, education, marital status, race, religion, gender, or physical ability.

Requirements to be a member in good standing:

- Annual dues will be paid, the amount determined by a majority vote of the Board Members.
- Members must be 18 or over.
- Membership will extend from first day joined until 12 months later on the anniversary date of becoming a member.
- Members shall be responsible for maintaining their profile. No nudity is permitted in profile pictures.
- Members must agree to abide by the General Rules listed on the OutVentures website.
- Members must agree to the Limits of Liability posted on the website and must agree to accept the terms when prompted on the website.

Rights – Members will:

- Be eligible to vote to elect Members of the Board.

- Be welcome to participate in discussions leading to decisions by the Members of the Board.
- Be eligible to serve on all committees of OutVentures and eligible to be elected to a position on the Board.

Termination:

Membership can be terminated, for any reason, by a two-thirds majority vote, or five out of the seven members, of the Board. Once a thorough investigation, by the Board, has concluded, and a majority vote has occurred, the decision will be recorded. A letter of termination, emailed to the member in question. The member may also be notified by phone by a member of Board.

Membership Meeting:

There will be a meeting (a.k.a. potluck), of the general membership, approximately once every calendar month from April to Oct. Members and non-members alike are welcome to attend.

- During the meeting, Members of the Board report previous OutVentures business and accomplishments, communicate current status, and announce plans for upcoming events, projects, or goals.
- During this meeting an open forum of instruction is strongly encouraged. An example would be: tips on safety and/or outdoor recreation.

Membership Trips:

- Non-members may attend a trip only at the discretion of the trip leader and signing a copy of the Limits of Liability.
- Non-members may only attend as the guest of a member. The member is responsible for their non-member guests.

Annual Meeting:

An annual meeting of the general membership will be held in April of each year. At the annual meeting the membership will:

- Be presented with information concerning the operations of OutVentures during the current year, including a financial report outlining the budget for the year, as well as reports on current projects.

Voting:

At all meetings, except for the election of Members of the Board, all votes shall be by voice. Ballots shall be provided for the election of Board Members, and there shall not appear any place on such ballot that might tend to indicate the person who cast such ballot.

At any regular or special meeting, if a majority so requires, any question may be voted upon in the manner and style provided for election of Board Members.

At all votes by ballot, prior to the commencement of balloting, the chairman of such meeting shall appoint a committee of three members who shall act as “Inspectors of Election.” They shall, at the conclusion of such balloting, certify in writing to the Chairman the results. The certified copy shall be physically affixed to the minutes of that meeting. No inspector of the election shall be a candidate for office nor shall they be personally interested in the question voted upon.

The Board:

Members of the Board will be empowered to manage the activities of OutVentures. They will set and evaluate the implementation of policies and goals.

Members of the Board will be responsible for:

- Representing OutVentures in the best possible light to outside individuals and organizations.
- Volunteer recruitment and organization.
- Receipt, control and distribution of funds.
- Providing an annual report of receipts and disbursements of funds.
- Periodically reviewing goals, objectives and accomplishments.
- Committees.
- Fundraising.

Selection and Tenure:

Members of the Board will be elected, by a majority vote of the membership participating in the elections. Members of the Board are elected to the term of one year.

Members of OutVentures may nominate themselves to become a Member of the Board.

The President, for the next session, shall be elected from members of the current Board.

If a Member of the Board resigns, the vacancy for the balance of the year shall be filled either by a vote of the majority of the remaining members of the Board, or a special election will be held during the next membership meeting (potluck).

Positions of the Board will not be held by the same person at anytime.

Meeting of the Board:

There will be a mandatory Board Meeting, on a monthly basis during the months of March to November, to conduct at a minimum general business of OutVentures.

All Members of the Board are strongly encouraged to attend the Board Meeting. The time and location will be flexible to accommodate all Members of the Board during the calendar month. Each Board Member is responsible to attend, including by remote means, at least seven out of the nine available Board Meetings.

Five out of the seven Board Members, at a minimum, are obligated to meet during the calendar month.

Each Board Member shall have one vote and such voting may not be done by proxy.

Members of the Board may make such rules and regulations covering its meetings as it may, in its discretion, determine necessary.

Roles of the Board:

The President of OutVentures by virtue of his office shall be Chairman of the Board.

Secretary

The primary role of the Secretary shall be taking minutes of the meeting.

The minutes of the meeting shall be typed and sent to the members of the board within one week following that Board Meeting.

Keep records and files of the Club.

Manage new membership online database.

President

- Moderate at Board Meetings.
- Inspire Board Members in fulfillment the goals of the mission statement.
- Shall present at each Annual Meeting an Annual Report of the organization.
- Shall see all book, reports, and certificates required by law are properly kept and filed.
- Picks up OutVentures mail weekly, addressing correspondence in a timely manner.
- Enters new member information into the Web Site including access permissions.
- May sign checks or drafts of the organization.
- Holds a key to the post office box, and ensures mail is distributed as appropriate.
- Shall report monthly to the Treasurer a List of Renewal or New Memberships for the previous month with full member names and dates.
- Shall report to the Treasurer a Membership Deposit Report listing all monies received with specific member names, type of monies received, and date deposited.

Treasurer

- Shall have the care and custody of all monies belonging to the organization, and shall be responsible of such monies or securities of the organization.
- May sign checks or drafts of the organization.
- Shall render at each Board Meeting a written account of the finances of the organization.
- Shall reconcile the Web Site Membership Report with the List of Renewal or New Memberships and with the Membership Deposit Report.
- Shall report during Board Meetings the finding of the reconciliation of the three reports.
- Holds a key to the post office box.

Events Coordinator

- Announces get-togethers outside of the monthly membership meeting, such as gatherings of OutVentures at local venues.
- Makes other announcements regarding events.
- Coordinates with outside groups to have a joint event with OutVentures.
- Coordinates marketing and advertise OutVentures to the community.
- Shall organize yearly activities sponsored by OutVentures, such as the Pride Event.

Potluck Coordinator

- Ensures essential supplies are available to members by the start time of each potluck.
- Shall obtain a facility to hold monthly membership meeting (a.k.a. potluck).
- Shall solicit a short, high quality presentation to be held during each meeting (see open forum of instruction above).
- Notifies the Board, in advance, of progress.
- Shall provide timely information for the web site.

Web Master

- Shall make timely, maximum of seven calendar days, updates to the website as decided by the Board.
- Shall ensure access by all paid members to the web site.
- Shall ensure only members have access to members only portion of the web site.
- Shall perform maintenance on the website as necessary to keep website fully functional, including interaction with contracted web service.
- Shall provide a monthly Web Site Membership Report web listing all members, and a list of member activated during the previous month.

Women's Coordinator

- Encourages women to be actively involved in OutVentures functions.
- Facilitates integration of women into the larger OutVentures membership.

- Encourages outside women's groups to participate in joint events with OutVentures.

Member At Large

- Inspire membership to become trip leaders.
- Encourages the membership to participate in all outdoor activities.
- Determine ways to motivate members to participate in such activities.
- Report on past, current and future trips at membership meetings.

Order of Business:

The guideline format for meeting of the Board Members will be as follows:

1. Roll call.
2. Reading of the Minutes of the preceding Board Meeting.
3. Reports of the Committee.
4. Reports from each Board Member.
5. Old and Unfinished Business.
6. New Business.
7. Adjournments.

Responsibility of the Board:

Financial books and records of account, agenda, minutes of meetings, and copies of all other relevant corporate records, books, documents, and contacts will be maintained in a confidential manner.

Reimbursement for unusual or burdensome costs, incurred by members of the board in the course of fulfilling their responsibilities, will be discussed during Board Meetings. Five out of the seven members shall approve reimbursement or no reimbursement shall occur.

The Board Members shall obtain and submit to the Treasurer all receipts related to expenses incurred while fulfilling their duties. The Board Members shall be reimbursed

in a timely manner or draw in advance an estimated amount to cover anticipated expenses.

Fiscal Year:

The fiscal year of OutVentures shall be the calendar year.

Amendments:

The Members of the Board, by a two thirds vote, or five of the seven members, will have the power to make, alter, amend and repeal the By-Laws or the Articles of Incorporation of OutVentures.