

BCKFC Bylaws & Constitution

Bylaws:

Section 1. Membership Applications

Application for membership shall be completed on a form provided via the BCKFC website_ (www.bckfc.org) for such purpose. Annual dues must be paid on the club website via a PayPal or other electronic link provided for such. A small processing fee shall apply to all on-line payments.

Section 2. Membership Fees/Annual Dues

Annual membership dues shall be Twenty Five Dollars (\$25.00) for an individual or Forty Dollars (\$40.00) per family for the first year and payable again on the membership anniversary date each subsequent year thereafter. Family membership shall include a person, spouse/partner, and any dependent children. Membership dues may be increased by a majority vote of the Executive Committee and confirmation of the general membership. Such increases will take effect thirty (30) days after posting notice of increase on the club forum.

Section 3. Meetings

A. Regular Meetings

Regular meetings of the general membership shall occur at least four (4) times per year. All meetings will be "TBA" until a location and date are established.

B. Special Meetings

The President shall call Special Meetings of the general membership at the discretion of the Executive Committee. Notice of Special Meetings shall be via a posting on the club forum in the Members Section to all Members at least two (2) weeks in advance of the meeting date. No business shall be transacted at a Special Meeting except that for which notice is given.

C. Board Meetings

The Board of Directors shall formally meet at least once (1) per quarter. Summary notes of non-sensitive subjects shall be provided to the membership within **fourteen (14)** days of the meeting and only after being reviewed by a majority of the Executive Committee for accuracy purposes. If a member would like to request a topic be added to the agenda for a future board meeting, the member must do so in writing to one of the elected officers; email or private forum message shall be sufficient. Such requests will be handled as time allows and in order of importance in the best interest of the organization.

Section 4. Order of Business

The order of business at all meetings shall be in accordance with an accepted rule of order as delineated in Robert's Rules of Order.

Section 5. Elections

A. Officer Elections

The President, Vice President, Secretary, Treasurer, Tournament Director, Assistant Tournament Director, and Sponsorship Coordinator shall be elected via on-line voting as described in Section 5C. Term of office shall be for one (1) year beginning at the conclusion of the last general membership meeting of the calendar year, **or no later than January 1st**. All BCKFC officer nominees shall have been a member and in good standing for a minimum of twelve (12) months prior to nomination. A member in good standing shall be defined as "a member who is up-to-date on membership dues and has not been found to be in violation of any club laws in the previous twelve (12) consecutive months".

B. Nominations

Qualified candidates for all elected offices shall be nominated by at least two (2) other Members in good standing via the club forum in the Members Section. Said nominee shall confirm their acceptance to run for stated office via a post on the forum to be placed in the Members Section. Nominations for elected

offices shall begin no later than August 1st and shall remain open for a period of seven (7) days.

C. Voting

Voting shall be performed via an online voting poll in the Members Section of the forum no later than three (3) days after the close of the nomination period and shall be conducted for a period of seven (7) days. After the expiration of seven (7) days, the candidate(s) with the majority of affirmative votes will be elected and take office as described above in Section 5A. In the event of a tie the candidate with the most seniority in the club shall prevail. If a candidate is unopposed for a given office, voting will not be required.

D. "Elect" Positions

Newly elected officers shall hold officer-elect positions from the period of September 1st through the end of the final general membership meeting of the calendar year. During this time, they will be allowed to attend board meetings and gain administrative privileges on the Club's forum. Anyone holding an officer-elect position will not have voting power on the Board of Directors and will not be responsible for any official Club actions and/or policies.

E. Vacancies

Nominations to fill the unexpired term of a vacant office shall be made in the Members Section of the Forum by at least two (2) other Members in good standing. If more than one (1) candidate is nominated, the voting for stated vacancy will take place online in the Members Section for a period of five (5) days. After the expiration of five (5) days, the person with the majority of affirmative votes will take office immediately and serve the remainder of the unexpired term. If the nominee for the vacant office is unopposed, voting will not be required. See section 5A for qualifications of nominees.

F. Appointments

All appointed positions must be filled by a member in good standing as defined in Section 5A. Any exceptions to these requirements must be approved by the general membership following the voting guidelines described in Section 5C. All appointments must be confirmed by a majority vote of the Executive Committee. Appointees may be terminated, as deemed necessary and justifiable, with a majority vote of the Executive Committee.

Section 6. Operating Funds

Funds in excess of One Hundred Dollars (\$100) shall be deposited by the Treasurer in a depository approved by the Executive Committee. These funds shall be the Operating Funds of the Club. Funds less than One Hundred Dollars (\$100) may be kept as cash on hand to meet minor expenses.

Section 7. Member Conduct

A. Forum Membership

Forum usage is open to the public; however, premium features and certain private topics are only available to the paid members of BCKFC. Any forum user may be censured or banned from the forum, or any part thereof, for a specific period of time as decided by the Board for violation of forum guidelines. If a member is banned from the forum, as described above, then no refund, neither partial nor in-full, would be due to the member as a result of lost forum privileges. Club membership may be revoked if a member continues to abuse forum privileges. Forum guidelines shall be reviewed on an annual basis by the Board, with any changes being approved by the general membership via online polling described in Section 5C no later than February 1 .

B. Tournament Participation

1. Suspected Violation Procedure

Since cheating in a tournament is a crime in Louisiana, all anglers are encouraged to report rule violations. Any angler reporting a violation of the rules and regulations of a BCKFC hosted tournament may be asked to appear before the Executive Committee to provide a detailed explanation of events and circumstances before action is taken. Any participant suspected to be in violation of the rules and regulations of a BCKFC hosted tournament may be required to appear before the Executive Committee, at a separate time, in order to provide a detailed explanation of events and circumstances surrounding the violation(s). If the participant in question fails to appear before the Executive Committee after reasonable attempts to schedule such meeting are made and/or the Executive Committee unanimously decides a willful violation has occurred, any and all prizes that were awarded (or the monetary equivalent based on the MSRP of the manufacturer of the item) to the participant during the tournament(s) in which the violation(s) occurred must be returned to the Club within thirty (30) days of the official announcement and/or appropriate criminal complaints will be filed with all necessary legal departments. Regardless of outcome, the Club shall not reimburse membership dues or tournament entry fees to any participant brought before the Executive Committee as a result of alleged violation(s).

2. Banning and Reinstatement

Any person found guilty of a willful violation of a BCKFC tournament shall be banned from all future BCKFC tournaments for a period of at least three (3) years; more may be required as deemed appropriate by the Executive Committee. If reinstatement is to be granted prior to the designated time period, a written request must be presented to the Board of Directors by the banned party outlining the violations that occurred and what measures will be taken in order to prevent reoccurrences. The request shall be accompanied by no less than twenty-five (25) dated original signatures of current members with no less than twelve (12) consecutive months of membership each. Such request will not guarantee reinstatement. The request must first be approved by a majority vote of the Executive Committee then be confirmed by the general membership via online voting as described in Section 5C of these Bylaws.

3. Right of Refusal

The Board of Directors reserves the right to refuse tournament entry to anyone as it sees fit and justifiable.

Section 8. Expulsions

If any member is charged with improper conduct or with violating the provisions of the Constitution or Bylaws of the Club, such charges shall be brought before the Executive Committee for review. If such charges are found to have sufficient weight, the Secretary shall notify the member of the charges at least one week before the next meeting of the general membership. The member shall be required to appear at such meeting to show just cause of why he/she should not be censured, deprived of the privileges of the Organization, or expelled from membership in the Club. If the member fails to appear at such meeting or is found guilty of the charge, the member shall, upon a majority vote of the members present, be censured, be deprived of the privileges of the Club, or be expelled from membership in the Club. No refund of any paid membership dues or portion thereof shall be refunded if expelled.

Section 9. Organization Termination

In the event of termination of the Club, any remaining Club funds and assets shall be dispersed to a charitable organization selected by a majority decision of the Executive Committee.

Section 10. Enacting Clause

These Bylaws, or any amendment thereof, shall take effect immediately following ratification by the membership at a meeting called for such purpose or through online voting as describe in Section 5C.

Constitution:

Section 1. Name

The Organization shall be called **Bayou Coast Kayak Fishing Club (BCKFC)** and shall operate as a non-profit recreational club with a 501C7 status.

Section 2. Purpose

To support and promote the sport of kayak fishing from paddle / pedal craft in Coastal Areas.

Sections 3. Goals

As a recreational organization, the Club's goals shall be to:

1. Organize area kayak fishermen in coastal Louisiana, Mississippi, Alabama, Florida and Texas.
2. Support and promote the safe and responsible pursuit of the sport of kayak fishing.
3. Promote fellowship and provide a fun meeting place for kayak fishermen.
4. Provide a forum for the exchange of ideas, fishing information and rigging tips.
5. Sponsor events, group outings, demonstrations and kayak fishing tournaments.
6. Provide a public presence to protect the interests of kayak fisherman.

Section 4. Membership

A. Age

Any person over the age of twelve (12) years who fishes from a canoe, pirogue, or kayak may become a member of the BCKFC by complying with provisions specified in the Bylaws. Those members age eighteen (18) years or older who are in good standing with the club are eligible to vote and to hold office.

B. Honorary Membership

Any person over the age of twelve (12) years who the Club desires to honor may be elected an Honorary Member by a majority vote of the members present at any regular meeting. Honorary Members will enjoy for the current year the same privileges as regular members. Tournament entry fees would still be due and in effect for any tournaments / events entered.

C. Honorary Life Membership

A person who has performed truly outstanding service for the Club may be granted an Honorary Life Membership by a two-thirds (2/3) vote of the members present at any regular meeting. Honorary Life Members will enjoy for life the same privileges as regular members but at no charge for membership dues. Tournament entry fees would still be due and in effect for any tournaments / events entered.

Section 5. Board of Directors

A. Elected Officers

The Officers of the Club will be: President, Vice President, Secretary, Treasurer, Tournament Director, Assistant Tournament Director, and Sponsorship Coordinator. These elected officers are charged with making the decisions required for operation of the Club as outlined in Section 6.

B. Appointed Positions

The Officers of BCKFC shall appoint, yearly, someone to fill the position of Chief Technical Officer. Other appointments may be created as deemed needed by the Board of Directors. Appointed members will be allowed an opportunity to offer advice, and their position, to the Executive Committee in all matters within the scope of their assigned duties. The Executive Committee shall not be bound to agree with nor confirm the position of any appointee.

C. Line of Succession

The line succession of authority in the case of an absence of one or more Officers shall be as follows:
President, Vice President, Secretary, Treasurer, Tournament Director, Assistant Tournament Director, Sponsorship Coordinator

Section 6. Executive Committee

A. Members

The Executive Committee shall be comprised of the President, Vice President, Secretary, Treasurer, Tournament Director, Assistant Tournament Director, and Sponsorship Coordinator. Any past President may serve voluntarily, but is not required, in an advisory role only. The Executive Committee shall be the policy making body of the Club, with the recommended policies being subject to the final approval of the membership.

B. Authority

The Executive Committee will be authorized to make any and all routine decisions in the best interest of the organization. Routine decisions include, but are not limited to:

1. Appointment of forum moderators
2. Any and all expenditures directly related to a BCKFC hosted event or the promotion of the Club Goals stated in Section 3.
3. Charitable support of worthy causes totaling **Five Hundred Dollars (\$500), or less**, per cause.
4. **Contracts with sponsors and other organizations.**
5. Interpretation of the BCKFC Bylaws and Constitution

Any decisions that are not deemed as "routine" by majority vote of the Executive Committee, shall first be approved by a majority vote of the Executive Committee, and then be submitted for review and approval of the general membership.

Section 7. Duties

A. President

It shall be the duty of the President:

- a. To preside at meetings and conduct those in accordance with accepted rules of order (Robert's Rules of Order).
- b. To schedule and preside over meetings of the Executive Committee.
- c. To appoint temporary vacancies until an interim election may be held as described in Section 5E of the Bylaws.
- d. To appoint various committees as necessary.
- e. To guide the club in a manner to promote the sport of kayak fishing.
- f. To file all necessary paperwork with the appropriate state agencies in order to maintain proper legal status as Bayou Coast Kayak Fishing Club; a 501C7 organization.

B. Vice President

It shall be the duty of the Vice President:

- a. To be responsible for a program at Regular Meetings.
- b. To assist the President in the discharge of his/her duties.
- c. To preside in the absence of the President.
- d. To handle membership related issues in a professional manner.

C. Secretary

It shall be the duty of the Secretary:

- a. To keep a log of proceedings of the Club Meetings.
- b. To maintain custody of all reports and documents connected with the Club.
- c. To keep a current and correct membership roster.
- d. To conduct the Club's correspondence.
- e. To maintain joint custody of all codes and passwords related to the administration of the Club's website (www.BCKFC.org).

D. Treasurer

It shall be the duty of the Treasurer:

- a. To collect all monies due, to have charge of the funds of the Club, and to keep a correct record and account of all monies received and paid out for the fiscal year which shall start on January 1st each year and end on December 31st.
- b. To deposit the funds of the Club, in the name of the Club, in a depository or depositories approved by the Executive Committee.
- c. To present at each meeting a report stating the financial condition of the Club.
- d. To present a written annual financial statement for the prior calendar year at the first Regular Meeting of the year.

E. Tournament Director

It shall be the duty of the Tournament Director:

- a. After consultation with and approval of the Board, to institute, to organize, and to officiate the major tournaments hosted by Bayou Coast Kayak Fishing Club.
- b. To work with sponsors and other entities to promote the sport of Kayak Fishing.

F. Assistant Tournament Director

It shall be the duty of the Assistant Tournament Director:

- a. After consultation with and approval of the Board, to institute, to organize, and to officiate the regular Angler of the Year Tournament Series of the Club for the year.
- b. To work in conjunction with the Tournament Director to host fishing tournaments and other club sponsored activities.

G. Sponsorship Coordinator

It shall be the duty of the Sponsorship Coordinator:

- a. To establish and maintain a professional relationship with all current and future sponsors.
- b. To seek out new sponsorships as needed to fulfill the needs of BCKFC events.
- c. To maintain a tiered system of sponsorship to aid in fair transactions between BCKFC and current and potential sponsors.
- d. To provide a written and/or witnessed account of all sponsorships to the Secretary.

H. Chief Technical Officer

It shall be the duty of the Chief Technical Officer:

- a. To be the chief officer in charge of maintaining the website.
- b. To assemble and help delegate work to a small team of IT personnel as requested by the Executive Committee.
- c. To keep records of all usernames, passwords and vital information related to www.BCKFC.org and to provide the Secretary with copies of such records.
- d. To keep all software up to date and maintain regular, complete backups of both the forum and website.
- e. To provide analytic data to the Board as requested, with respect to software capabilities.

Section 8. Nominations

Nominations for Officers of the Club shall be made as provided in the Bylaws Section 5B.

Section 9. Election

The Officers of the Club shall be elected annually by majority vote of the Members via on-line voting as described in the By-Laws Section 5.

Section 10. Term of Office

The term of office for each Officer shall be one (1) year unless re-elected for another period.

Section 11. Vacancy

In the event of a vacancy occurring in any office, the vacancy shall be made known, and a successor for the remaining term of office shall be elected as stated in the Bylaws Section 5.

Section 12. Compensation

Officers shall receive no financial compensation, no decrease in membership dues and no other fiscal benefit of the Organization for their service.

Section 13. Quorum**A. Membership Quorum**

A quorum for the transaction of business at a regular scheduled members meeting shall consist of twelve (12) members or greater of the voting membership.

B. Executive Committee Quorum

A quorum for the transaction of business at Executive Committee meetings shall consist of five (5) of the seven (7) members; past president, if serving, is not considered in this count for a quorum.

Section 14. Removal and Expulsions

Any elected Officer may be removed from office and any member of the Organization may be expelled from the Organization, for cause, in the manner prescribed in Section 8 of the Bylaws.

Section 15. Amendments

The Constitution and Bylaws of the Club may be amended by a majority vote of the members present at a Regular Meeting, Special Meeting, or via online polling, provided that the proposed amendment has been distributed via the forum or emailed electronically to members at least two (2) weeks prior to being voted upon. The Constitution and Bylaws, once amended, shall be revised and reposted on the Club website as public record.

Section 16. Enacting Clause

This Constitution, or any amendments thereof, shall take effect immediately following the ratification by the membership at a meeting called for such purpose or through online voting as describe in Section 5C of the Bylaws.