

CONSTITUTION AND BYLAWS OF THE BOWIE SENIORS COMPUTER CLUB

PREAMBLE: We the members of the Bowie Seniors Computer Club (hereinafter referred to as BSCC) are organized for the purpose stated herein.

ARTICLE I PURPOSE AND OBJECTIVES

- A) To provide information in the operation of computers, related software, and the Internet.
- B) To offer and give support in the solution of member computer problems.
- C) To explain and promote knowledge of new computer technology.
- D) To discuss subjects which stimulate interest in the use of personal computers.

ARTICLE II MEMBERSHIP

Membership shall be open to all senior citizens (55 years and over) interested in the objectives and programs of the BSCC. Ownership of a computer is not a prerequisite of membership.

ARTICLE III THE BOARD OF DIRECTORS

- A) The BSCC shall be governed by a Board Of Directors (BOD) that shall consist of the following:
 - 1) President
 - 2) Vice-President
 - 3) Secretary
 - 4) Treasurer
 - 5) Librarian
 - 6) Membership Chairperson
 - 7) Publicity Chairperson
 - 8) Newsletter Editor
 - 9) Past Club Presidents

- B) With the exception of Past Club Presidents, BOD members shall be chosen by general vote of BSCC membership. Each member of the BOD shall serve for a one-year term from the date of the annual meeting and can be reelected. It shall, however, be the policy of the Board to encourage rotation of Board members frequently to prevent stagnation of programs, ideas, and policies.
- C) The BOD shall be responsible for managing the activities of the BSCC, presenting and promoting policies, and generally supervising the affairs of the BSCC. It shall approve all contracts, expenditures, sales, and transactions of every kind subject only to this Constitution and Bylaws.
- D) The BOD shall meet on the second Thursday of each month and as often as may be required. A quorum for the BOD shall consist of a minimum of four Board Members. The President shall not vote except to break tie votes.
- E) The President may appoint members of the BOD to serve on ad hoc committees as necessary to advise the BOD as a whole on matters appropriate to Article III C.

ARTICLE IV THE OFFICERS

- A) The President shall preside at all meetings of the membership and the BOD and conduct the same in accordance with Robert's Rules of Order (Current edition). The President and the Secretary shall sign all legal documents approved by the BOD.
- B) The Vice President shall perform the duties of the President in the event of his/her absence and such other duties as may be assigned by the President or the BOD. In addition, the Vice President shall serve as chairman of a program committee to provide programs for presentation to members at general meetings.
- C) The Secretary shall keep the minutes of all meetings, send all notices, carry on all correspondence, cosign with the President all legal documents approved by the BOD, and perform other duties as assigned by the Board.
- D) The Treasurer shall be responsible for the receipt, safekeeping, recording, disbursement, and accounting of all Club funds.
- E) The Librarian shall be responsible for safe keeping of all library material and making this material available to the Club membership.

- F) The Membership Chairperson shall be responsible for maintaining the attendance and membership database.
- G) The Publicity Chairperson shall promote and distribute meeting and activity information through appropriate organizations and publications.
- H) The Newsletter Editor shall be responsible for obtaining material for preparing, and issuing the Club's Newsletter.
- I) The Past President(s) shall advise and counsel on matters of importance.

ARTICLE V MEETINGS

- A) Regular meetings of the BSCC shall be held twice monthly throughout the year at a location designated by the BOD. The order of business for the general membership meetings is as follows:
 - 1) Reading of the minutes of the last meeting.
 - 2) Opening by the presiding officer
 - 3) Report of the Officers.
 - 4) Committee Reports
 - 5) Introduction of New Attendees
 - 6) Membership Questions
 - 7) Program
- B) The first meeting in October of each year shall be designated the Annual Meeting. Officers of the Club shall be elected during the Annual Meeting.
- C) A quorum for the annual meeting or regular meetings shall be members present.
- D) Membership shall not be a requirement to attend Club General Membership Meetings, and all visitors are welcome.

ARTICLE VI DUES

The BOD may determine that it is in the best interest of the membership to establish or change the assessment of members. The BOD shall present its recommendations first to the Senior Center Advisory Board for approval before presenting its recommendation to the Club membership. On approval, the Board may present its recommendation at any regularly scheduled Club meeting. The recommendation will carry by a majority vote at the next regularly scheduled Club meeting. Dues, if any, will be assessed on an annual basis.

ARTICLE VII AMENDMENTS

The Board of Directors (BOD) of the BSCC shall review the proposed amendment and present its recommendation to the general membership at the next general meeting, stating the basis of its recommendation. A 2/3 vote of the members present is required for the amendment to be passed.

ARTICLE VIII DISSOLUTION

A motion to consider dissolving the BSCC may be presented at any regular general membership meeting. A 2/3 vote of the members present at the next regular meeting of the BSCC is required for the motion to be passed. Assets currently in use by or available to the BSCC will be returned to the City of Bowie Senior Center.

This Constitution and Bylaws were submitted and approved by unanimous vote of the Bowie Seniors Computer Club on Thursday, May 15, 1997.

Attested to by the Executive Committee of the Bowie Seniors Computer Club.

Fred Gordon	Membership and Publicity
Ron Hooper	Librarian
Ralph Kessler	Vice President
Donald Swan	Secretary
Sam Atcherson	President

Amendments to this Constitution and Bylaws were submitted and approved by vote of the Bowie Seniors Computer Club on Thursday, August 3, 2000.

Signed _____
Norman Bohrer, Secretary

Approved _____
Charles Castillo, President