

**1. What We Do**

Issue: The Club does more than just home "beermaking".

Discussion: While the club is considered a "Homebrew Club", the club actively promotes other types of fermented beverages. In general, it is felt that these non-beer beverages are a welcome addition to the "purpose" of the club.

Position: The bylaws to be amended to include "other fermented beverages".

Reference: Preamble; Policy; Section 2 - Purpose.

**2. Name of the Club in the Bylaws**

Issue: The bylaws use the terms "BWP" and "Club" interchangeably.

Discussion: The bylaws are not self consistent in the use of this terminology. It seems appropriate to use one term constantly.

Position: The bylaws to be amended to replace references to the "BWP" with the "Club".

Reference: Article 1 - Organization, Section 1 - Name & Section 2 - Purpose; Article 2 - Membership Section 1 - Qualifications.

**3. Objectives**

Issue: The bylaws make reference to the term "Objectives".

Discussion: The bylaws make reference to the term Objectives. However, that term is not defined anywhere in the bylaws.

Position: The bylaws to be amended to remove references to the term Objectives.

Reference: Article 2 - Membership, Section 4 - Membership Revocation; Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**4. Member Quitting**

Issue: A member may decide to no longer be a member.

Discussion: It is possible that a member may wish to formally forgo being a member. The bylaws do not currently provide a procedure for this.

Position: The bylaws to be amended to include a procedure to allow a member to quit the club. Presumably this will be by a written letter to an officer.

Reference: Article 2 - Membership.

**5. Potential Member Acceptance**

Issue: Currently the club officers do not exercise the option to accept potential club members.

Discussion: The bylaws allow club officers to accept new, qualified members. It is thought that qualified members should be automatically accepted into the club. The automatic acceptance will occur one month after the membership application is filed, unless the officers choose to reject the application. Additionally, officers can choose to accept qualified new members in a faster "manual" procedure (vote).

Position: The bylaws to be amended to indicate that qualified members are automatically accepted unless specifically rejected; and that officers can hold a majority vote to accept qualified applicants more quickly.

Reference: Article 2 - Membership, Section 1 - Qualifications.

**6. Membership Card**

Issue: The club does not currently issue membership cards.

Discussion: Occasionally, the club has issued membership cards, but does not currently do so. This appears to be an unnecessary responsibility.

Position: The bylaws to be amended to remove the section on membership cards.

Reference: Article 2 - Membership, Section 3 - Membership Cards.

**7. Dues Structure**

Issue: Members have been allowed to propose new dues structures, as well as Officers.

Discussion: The bylaws only allow for officers to changes the dues structure. In the past, members have brought suggested changes in dues structure to the club for vote, with the approval of the officers. It seems appropriate to allow members to suggest changes in dues structure.

Position: The bylaws to be amended to allow members to propose changes in dues structure to the officers. If the officers approve of the changes the are then brought to the membership for a vote.

Reference: Article 3 - Dues.

**8. Cabinet Positions**

Issue: The Club currently has Cabinet Positions.

Discussion: The club currently uses Cabinet Positions to bestow a title of authority on members who take on positions of responsibility. It seems appropriate to recognize and formalize the use of Cabinet Positions in the bylaws.

Position: The bylaws to be amended to include a section on Cabinet Positions (Article 4, Section 3).

Reference: Article 4 - Officers and Their Duties.

**9. Procedures and Policies**

Issue: The Club does not currently have a Procedures and Policies document.

Discussion: The bylaws make reference to a Procedures and Policies document. The club has none, and it is not likely to be created.

Position: The bylaws to be amended to remove the Procedures and Policies document concept.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**10. Officers as Club Members**

Issue: Club Officers must be Club Members.

Discussion: It seems appropriate that to organize the business activities of the club one must be a member of the club.

Position: The bylaws to be amended to indicate that officers must be regular members.

Reference: Article 4 - Officers and Their Duties.

**11. Tasting Calendar**

Issue: The tasting calendar is not currently set by the President. This task has been delegated.

Discussion: The tasting calendar aspect of the club operation is rather minor. It seems as if this really doesn't belong in the bylaws at all.

Position: The bylaws to be amended to remove the section on the tasting calendar.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, President.

**12. Club Contact**

Issue: The Vice President is currently the designated club contact point.

Discussion: The bylaws do not have a section on Club Contact. This is valuable part of the club business, that currently is the responsibility of the Vice President. It seems appropriate to add coverage for this into the bylaws.

Position: The bylaws to be amended to add a section to state that the Vice President is responsible for being the official club contact point person.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Vice President.

**13. Treasurer Oversees Event Finances**

Issue: The Treasurer works with event coordinators to ensure good fiscal practices.

Discussion: Typically, the Treasurer communicates with the event coordinators to make sure that event expenses are not unreasonable and to avert fiscal surprises. It seems appropriate to add coverage for this into the bylaws.

Position: The bylaws to be amended to include a section that states the Treasurer works with event coordinators to ensure that events are run in a fiscally responsible manner.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Treasurer.

**14. Secretary Responsibilities for Brewprint**

Issue: The Club Secretary is not currently responsible for publishing the Club Newsletter.

Discussion: No officer is actually responsible for the physical publication. Rather the task is delegated on a month-by-month basis, where the President requests volunteers to handle it.

Position: The bylaws to be amended to state that it is ultimately the Presidents responsibility to ensure that Brewprint gets published.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**15. Secretary Responsible for Meeting Minutes**

Issue: The Club Secretary is responsible for taking and publishing meeting minutes.

Discussion: The current bylaws do not mention the Meeting Minutes. The Meeting Minutes have become an important facet of club business. It seems appropriate to add coverage for this into the bylaws.

Position: The bylaws to be amended to include a section that states the Secretary is responsible for recording and publishing the minutes of any Club Meeting.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**16. Liability Waivers for Non-Members**

Issue: The club currently has non-members (guests) sign liability waivers only at some club events.

Discussion: The bylaws state that guests attending meetings should sign liability waivers, and it is the responsibility of the Secretary to make it happen. At the BHC, event staff sign waivers. At other events this is impractical, such as the Pub Crawl, Picnics, monthly meetings, etc.

Position: The bylaws to be amended to state that liability waivers for guests are to be collected where it can be reasonably accomplished. In specific, at events where: Registration is required; non-members are specifically requested to attend; and the tasting of alcoholic beverages is the primary focus for the event (Example: The BHC).

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**17. Secretary responsible for publication of elections ballots**

Issue: The Club Secretary is responsible for making the election ballots.

Discussion: Currently it is the responsibility of the Secretary to make the ballots used in officer elections, when they are needed. It seems appropriate to have this stated in the bylaws.

Position: The bylaws to be amended to include a section that states the Secretary is responsible for the creation of the ballots used in club officer elections.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

**18. Secretary responsible for accurate counting of elections ballots**

Issue: The Club Secretary is responsible for counting the election ballots.

Discussion: Currently it is the responsibility of the Secretary to count the votes cast on the ballots used in officer elections, when they are needed. It seems appropriate to have this stated in the bylaws.

Position: The bylaws to be amended to include a section that states the Secretary is responsible for the accurate counting of the votes from ballots used in club officer elections.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary.

## **19. Club Property**

Issue: The Club has physical assets that could use an official guardian.

Discussion: In recent years, the club has been gathering physical assets. It seems appropriate to manage these assets. Additionally, it seems that the Librarian is the officer best suited to handle this responsibility.

Position: The bylaws to be amended to add a section to state that the Librarian is responsible for accounting for club property.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Librarian.

## **20. Advisory Board**

Issue: The club does not currently have an advisory board.

Discussion: While the club has used Advisory Board Members in the past their use has been abandoned. In general it seems as if the overhead of maintaining the Advisory Board is not needed.

Position: The bylaws to be amended to remove the section on an Advisory Board.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Advisory Board.

## **21. Advisory Board Members**

Issue: The club does not currently have advisory board members.

Discussion: While the club has used Advisory Board Members in the past their use has been abandoned. In general it seems as if the overhead of maintaining these positions is not needed.

Position: The bylaws to be amended to remove the section on Advisory Board Members.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Advisory Board; Article 5 - Nominations, Elections and Appointments, Section 3 - Removal of an Elected Officer or Advisory Board Member.

## **22. Nominations for Elections**

Issue: Nominations can occur at anytime up to the time of the elections vote.

Discussion: The bylaws currently state that nominations can only occur at the meeting when elections are held. Currently, the club allows for nominations prior to the meeting as well. It seems appropriate to adjust the bylaws to reflect this.

Position: The bylaws to be amended to allow nominations for officer elections at anytime.

Reference: Article 5 - Nominations, Elections and Appointments, Section 1 - Election of Officers.

## **23. Declining Nomination**

Issue: Any member nominated may decline the nomination.

Discussion: The club allows those nominated for officer elections to decline the nominations. It seems appropriate to update the bylaws to reflect this.

Position: The bylaws to be amended to only allow members to decline a nomination.

Reference: Article 5 - Nominations, Elections and Appointments, Section 1 - Election of Officers.

## **24. Non-Member Nominations**

Issue: Only Club Members are eligible for nomination in club elections.

Discussion: It seems appropriate that to organize the business activities of the club one must be a member of the club.

Position: The bylaws to be amended to only allow regular club members, in good standing, to be nominated for officer positions in the club elections.

Reference: Article 5 - Nominations, Elections and Appointments, Section 1 - Election of Officers.

**25. Absentee Voting for Officers**

Issue: The club normally allows for absentee ballots in officer elections.

Discussion: The bylaws do not have a section for absentee voting in elections. The club historically has allowed for absentee voting. It seems appropriate to adjust the bylaws to reflect this.

Position: The bylaws to be amended to allow for absentee voting in officer elections.

Reference: Article 5 - Nominations, Elections and Appointments, Section 1 - Election of Officers.

**26. Secretary responsible for collection of absentee ballots**

Issue: The Club Secretary is responsible for the collection of absentee election ballots.

Discussion: Currently it is the responsibility of the Secretary to collect ballots cast in absentia for officer elections. It seems appropriate to have this stated in the bylaws.

Position: The bylaws to be amended to state that the collecting any absentee ballots used in club officer elections.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary. Article 5 - Nominations, Elections and Appointments, Section 1 - Election of Officers.

**27. Meetings**

Issue: The club currently holds monthly meetings year-round.

Discussion: While the club used to not hold Regular Meetings in the summer months, it does now.

Position: The bylaws to be amended to say that Regular Meetings are held year-round.

Reference: Article 6 - Meetings, Section 1 - Regular Meetings.

**28. Proxy Voting for Bylaws Changes**

Issue: There have been hints and allegations of abuse of proxy voting on by-law changes.

Discussion: The bylaws allow for absentee voting on bylaws changes. Proxy voting seems to be unnecessary and prone to abuse. It seems appropriate to remove proxy voting for bylaw changes.

Position: The bylaws to be amended to remove the section on proxy voting for changes to bylaws.

Reference: Article 7 - By-law Amendments, Section 2 - By-law Change Procedure.

**29. Definition of Which Votes are Counted in Bylaws Votes**

Issue: Current wording is not self-consistent.

Discussion: The bylaws state that the votes to be counted on bylaws changes are only from the members attending the meeting at which the vote occurs. The bylaws then continue and discuss absentee and proxy votes. These two sentences are in conflict. It seems appropriate to allow changing the bylaws by counting "member votes", which includes those attending the meeting as well as those voting in absentia.

Position: The bylaws to be amended to state that changes occur via "members voting" instead of "members attending the meeting".

Reference: Article 7 - By-law Amendments, Section 2 - By-law Change Procedure.

**30. Brewprint is the official medium for club communication**

Issue: Brewprint is the official medium for club communication.

Discussion: While the bylaws make reference to the Club Newsletter there is no explicit definition of its purpose. Since Brewprint is considered the official medium for important club news and business matters it seems appropriate to include it in the bylaws.

Position: The bylaws to be amended to add a section that defines Brewprint and it's purpose which includes publication of all important business matters.

Reference: Article 4 - Officers and Their Duties, Section 2 - Duties, Secretary; Article 7 - By-law Amendments, Section 2 - By-law Change Procedure.