

Bottoms Up Dive Club



CONSTITUTION

June 2008
Provisional

Bottoms Up Dive Club

2008 CONSTITUTION- Provisional

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ARTICLE I.....Club Name and Purpose

Section A - Club Name

- A-1 This organization shall be known as the
“**Bottoms Up Dive Club.**”

Section B - Club Purpose

- B-1 To promote and encourage scuba diving in a safe and sane manner.
- B-2 To promote, encourage and aid in the instruction of the proper use of scuba diving equipment.
- B-3 To promote sportsmanship, competition and good fellowship among members.
- B-4 To bring its members the sound benefits and pleasures derived from organized activities.
- B-5 **Bottoms Up Dive Club**, provides a forum for those with a common interest in scuba diving to socialize, compete and enjoy safe diving. **Bottoms Up Dive Club does not sponsor dive trips.** Diving has inherent risk involved and members acknowledge and accept this risk. Members are encouraged to obtain training and not to exceed the limits of said training.

ARTICLE II.....Club Membership

Section A - Types of Membership

- A-1 There are four types of memberships: Active members, Inactive Members, Prospective Members and Junior Members.
- A-2 **Active Members** are defined as dues paying members in good standing.
- A-2.1 An Active Member has the right and responsibility to the club to: participate in discussions and vote at club meetings, attend club functions, hold club office and wear club colors in any manner that promotes the club or diving.

A-2.2

A-3 **Inactive members** are defined as non-dues paying members who are unable to actively be involved in the **Bottoms Up Dive Club**.

A-3.1 An Inactive Member may: participate in discussions or wear colors in any manner that would promote the club or diving, but does not have the right to vote.

A-3.2 Cannot Participate in Club Events and or Trips.

A-3.3 To become an Inactive Member the person must notify a club officer of his/her intent and must be in good standing (i.e. his/her dues must be paid through the month that he/she becomes inactive.

A-3.4 For an Inactive Member to become an Active Member, he/she must be voted in by a majority vote and pay the current months dues at the meeting in which he/she is voted into the club.

A-4 **Prospective Members** are defined as non-dues paying members who have not yet met all the requirements to be an Active member. A Prospective Member is a person who has never been a member of the club, or a member who has resigned, or approved to becoming inactive from the club in good standing and wishes to rejoin.

A-4.1 The Prospective Member to become an Active Member, he must be voted in by a majority vote and pay the current months dues at the next meeting in which he is voted into the club.

A-4.2 Upon being voted in as an Active Member, any points that he would have earned in participation of club meeting, functions, work parties, etc., during his/her internship will be awarded to him/her.

A-4.3 In order for a Prospective Member to become an Active Member, he/she must meet the club's membership requirements stated in ARTICLE II, Section B.

A-4.4 Must attend the meeting in which he/she is voted in.

A-4.5 Prospective Members must attend at least 2 meetings at which they are eligible for a vote to Active Membership status at the second meeting.

A-6 **Junior Members** – Junior members are family members of an Active Member that have not met ALL requirements of ARTICLE II, Section B.

A-6.1 All NON- Open Water certified divers are considered Junior Members until which time they have successfully completed an OW course.

A-6.2 A Junior Member may: participate in discussions or wear colors in any manner that would promote the club or diving, but does NOT have the right to vote or hold office.

A-6.3 At the time of verification of the successful completion of an OW course, at the next meeting Full rights of Active Membership will be given.

Section B - Membership Requirements

B-1 He/she must be 12 years of age or older.

B-2 He/she must attend a total of five meetings within a reasonable amount of time. (Duration to be determined by the club members.) Prospective member must notify club officer to be excused from a meeting.

B-3 He/she must be voted into the club by a majority vote of the Active Membership present.

B-4 He/she must pay the current month's dues within 30 days in which he/she is voted into the club.

B-5 He/she must purchase club colors consisting of: 1 shirt from the club

within 12 months of being voted in. (Initiation fees cover shirt)

- B-6 He/she must be certified by a recognized diving organization to participate in scuba.
- B-7 He/she must sign agreement/ contract to become Open Water certified if not currently an Open Water certified diver (applies to junior members only).
- B-8 No Person(s) with ownership in a Dive business shall be allowed active membership.
- B-9 Members must NOT miss more than 3 consecutive meetings in a row to maintain active membership status.
- B-10 Prospective members MUST complete at least 1 evaluation dive with an Active Member that has been designated by a Club Officer.

Section C - Manner of Election to Membership

- C-1 Election to membership shall be by closed ballot.
- C-2 A $\frac{3}{4}$ majority vote of Active Members is needed for acceptance.
- C-3 One appeal will be granted to the Executive Members for membership consideration and will be approved by 100% majority vote.

Section D - Duties of Members

- D-1 Each member is considered a Safety committeeman: while every precaution will be taken to ensure the safety of members: the club, and its membership, cannot be held responsible, or liable whatsoever, for personal loss or injury.

Section E - Maximum Membership

- E-1 Membership will be limited to a max of and not to exceed 25 members or 25 family memberships.
- E-2 A family and individual membership is defined, only for the purpose of determining max membership, is defined as counting the "last name" of the individual or family as 1 membership. To qualify under a family

membership, the children of the member must NOT be 18 years old or older at the time of membership. If the child is 18 or older, they must be consider an "individual" membership.

Section F - Dual Membership

- F-1 Dual membership is defined as belonging to more than one diving club at the same time.
- F-2 Members of the **Bottoms Up Dive Club** may be a member of another diving club that is NOT in direct competition with the **Bottoms Up Dive Club**.

ARTICLE III.....Officers, Executive Members

Section A - Titles

- A-1 The officers of the **Bottoms Up Dive Club** shall be President (Head Hammer), Vice President (Bull Shark) , Secretary (Big Tuna) and Treasurer (King Mackerel).
- A-2 Board appointed positions: Safety Officer (Head Snapper), and Historian (King Crab).

Section B - Election and Tenure

- B-1 The officers of the **Bottoms Up Dive Club** shall be nominated from the floor beginning at the last meeting in October. Final nominations and elections will be by closed ballot at the last meeting in December. The Provisional Officers shall serve until December 2009.
- B-2 A ¾ majority vote shall be necessary to elect. When there is only one nominee for office, he may be elected by voice vote.
- B-3 All Officers shall take office at the first regular meeting in January.
- B-4 An officer may succeed himself as many times as elected.

Section C - Eligibility

- C-1 Any Active Member of the club shall be eligible provided that: he/she is a member in good standing and has completed all of the membership requirements as stated in ARTICLE II Section B.

Section D - Vacancies of Office

- D-1 If any office becomes vacant, the President shall, at the earliest possible date, order a special election for the purpose of filling such office.
- D-2 The member thus elected shall immediately enter upon his duties and shall hold that office until the next regular election.

Section E - Duties of Office

- E-1 The **President's** responsibilities are as follows:
 - E-1.1 Preside at all meetings of the club.
 - E-1.2 Call special meetings in accordance with ARTICLE IV, Section C.
 - E-1.3 Appoint all committees not otherwise provided for.
 - E-1.4 Make provisions for the discharge of necessary duties of absent officers.
 - E-1.5 Ensure that the constitution of the club is enforced.
 - E-1.6 Perform such duties that customarily pertain to the office of the President.
 - E-1.7 Have the authority to dismiss members from meetings.
- E-2 The **Vice President's** responsibilities are as follows:
 - E-2.1 Be an aid to the President and in case of the absence or disability of the president, shall pro tempore the responsibilities of the President.
 - E-2.2 Take charge of all competitions or club events.
 - E-2.3
 - E-2.4 Be responsible for Recruitment of Members.
 - E-2.5 Keep all club records, banners, trophies and everything else the

club has won, unless otherwise designated.

E-2.6 Notify the Council immediately of any change in the club's membership.

E-3 The **Secretary's** responsibilities are as follows:

E-3.1 Keep an accurate record of the proceedings of all meetings.

E-3.2 At meetings, read the minutes of the prior meetings.

E-3.3 Conduct the correspondence of the club.

E-3.4 Notify members prior to an amendment change and of nominations of officers.

E-3.5 At the beginning of each year, he/she shall give to the new secretary a list of all new "by-law" changes.

E-3.6 Every six months, give to each member a new club roster.

E-3.7 Notify a member if that member's continued membership is going to be decided at the next meeting.

E-3.8 Be responsible for keeping each member's accumulated points.

E-3.9 Be responsible for notification of Member of membership change, or approval or denial of membership.

E-4 The **Treasurer's** responsibilities are as follows:

E-4.1 Collect all fees and dues.

E-4.2 Pay all club approved bills.

E-4.3 Render an account at each meeting of all receipts and expenditures.

E-4.4 Report at each meeting, the standing of each member in regard to dues.

E-4.5 Report directly to the President for accountability.

E-4.6 Must have dual signature with President's signature to sign checks.

E-5 The **Safety Officer** or sergeant-at-arms, will be devoted to the promotion

of diving safety within the club. He will have the power to recommend disciplinary action against those members engaging in dive related behavior which is deemed unsafe.

- E-6 The Club **Historian** will be responsible for collecting pictures and forming a scrapbook along with the maintenance and care of the website.

ARTICLE IV.....Meetings

Section A - Time and Place

- A-1 Meetings are held on the first Tuesday of each month, as determined by the President. The meetings shall run from 7p.m. until at a place to be determined by the club at the meeting prior.

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Section B - Nature of Meetings

- B-1 Each regular meeting shall be a business meeting, the purpose being to transact the business of the club: therefore parliamentary procedure will be in effect, at the discretion of the President.
- B-2 For Officer business to be discussed or voted on, half of the Active membership plus 1 or a majority must be present. Proxies will be allowed.

Section C - Special Meetings

- C-1 Meetings may be called by the President of the club when, after consulting the other elected officers, he/she is convinced that the need is sufficiently urgent.
- C-2 A special meeting shall be called upon demand of any 5 Active Members, regardless of the wishes of the president.

ARTICLE V.....Amendments to the Constitution

Section A - Process

- A-1 This constitution may be amended at any regular meeting by a 3/4 vote of the Active Members Present, or proxies. Members must be notified that the next meeting is for Constitutional Amendments.
- A-2 Amendments to the constitution will be brought up for discussion at any regular meeting and can only be voted on at the next regularly scheduled meeting.

Section B - Effective Date

- B-1 Amendments are effective immediately following passage.

ARTICLE VI.....Club Dues and Assessments

Section A - Dues

- A-1 The monthly dues shall be \$10 per person or \$20 per family per month, payable at any regular meeting.
- A-2 A one time “initiation” fee of \$20 shall be assessed for every member, and with this fee that member shall receive a club T-shirt and colors.

Section B - Assessments

- B-1 An assessment may be voted on by the club membership for any club or council function. This assessment is to be paid within 30 days, regardless of the member’s attendance at the function or not, and regardless of his/her reason for not attending.
- B-2
- B-3 Upon a majority vote, an assessment can be waived if due cause is shown.

ARTICLE VII.....Dismissal from the Club

Section A - Reasons for Dismissal

- A-1 Missing 3 consecutive meetings without being excused by a club officer prior to the meeting.
- A-2 Not paying an authorized assessment with 30 days allotted for payments.
- A-3 Being over 3 months delinquent makes you inactive.
- A-4 Cheating on any Club sanctioned contest.
- A-5 A $\frac{3}{4}$ majority vote is needed to dismiss any member that is considered detrimental to the club.
- A-6 A member is allowed only 2 dismissals from the club.
- A-7 Dual memberships (see ARTICLE II, Section F)

Section B - Dismissal Procedures

- B-1 Members that are subject of dismissal will be brought to the attention of the President at regularly scheduled meetings.
- B-2 The President or Vice President will attempt to contact that individual in person or by phone. In the event that the President cannot notify the individual, the President or the Vice President will direct the Secretary to notify the individual in writing (certified mail).
- B-3 The person should appear at the next regularly scheduled meeting and state why he/she should not be dismissed.
- B-4 The club will vote by secret ballot as to whether or not to retain the individual as a member. This will be decided by a $\frac{3}{4}$ majority vote, or proxies.

Section C - Dismissed Members

- C-1 In order for a dismissed member to regain membership in the club he/she must pay a fine of \$25.00 to the club and be voted in by a $\frac{3}{4}$ majority vote of the members present.
- C-2 If a member is dismissed from the club, his/her credits earned, will not count toward any club award. (see ARTICLE IX A-11)

ARTICLE VIII.....Dive Trips

Section A - Safety Recommendations

- A-1 The "Buddy System" is recommended at all times.
- A-2 Members are advised to wear a knife, buoyancy compensator, and some type of "safety" signaling device.
- A-3 Inexperienced members are recommended to dive with an experienced member when he/she makes his/her first Club dives and should not exceed 100 ft.
- A-4 Members are recommended to acquire DAN insurance. (Divers Alert Network - Diving related insurance)
- A-5 At least 1 Club Officer, and or a Dive Professional **MUST** be present at all club sponsored events.
 - A-5.1 Club Officer is defined as outlined in Article III, Section A-1 and A-2.
 - A-5.2 A Dive Professional is defined as an "Active" Professional in good standing of a qualified Scuba Agency, for example: Instructor, Assistant Instructor, Divemaster, or equivalent.

Section B - Safety Procedures

- B-1 Upon reaching the ladder, climb aboard quickly.
- B-2 Clear passage by the ladder for other divers.
- B-3
- B-4 It is advised that all members have knowledge of one or more methods of artificial respiration and C.P.R..
- B-5 An O2 system is also recommended.

ARTICLE IX.....Annual Contest

Section A - Rules and Regulations

A-1 The time of the contest shall run from January 1st through December 31st.

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Section B -

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Section C – **Bottoms Up Dive Club** member of the Year

C-1 **Bottoms Up Dive Club** member of the Year participation points will be awarded as follows:

Points

- 10 Attendance at the club meetings
- 5 Lake or fresh water dives with club
- 15 Attendance at any club function
- 10 Attendance at any Council function
- 15 Gulf Dive (per day) with club
- 5 Out of State dives (per day) with club
- 25 Any club related work for which you worked a six hour period
- 10 Recruiting of a new member
- 50 For every 1st place trophy won in competition
- 30 For every 2nd place trophy won in competition
- 25 For every 3rd place trophy won in competition
- 40 Anyone securing a sponsor for a category or specialty award for the club event.

C-2 **Bottoms Up Dive Club** member of the Year points must be turned in within 30 days of the date of occurrence.

C-3 Must be club sponsored event.

Section D - Council Derby Board

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Section E -