

ARTICLE ONE – NAME

This organization is known as the Newcomers Club of Grand Junction (referred to as the Club herein) in all formal tax and bank documents. However, it is commonly referred to as the “Grand Junction Newcomers Club.”

ARTICLE TWO – OBJECTIVE

Section I The objective of this organization shall be to provide a resource for friendships, interest groups and social contacts for recent arrivals in Grand Junction and the surrounding areas. It will also allow for continued involvement in the interest groups and social activities for those who wish to continue membership.

Section II

This shall be a non-profit organization. All positions are voluntary and no compensation shall be paid for services rendered.

Section III

The Club's membership directory, database, and the contents of the website and newsletters are for personal use only. They are not to be used in any way to promote, network or solicit a member or member's friends or family business for personal advantage or financial gain.

ARTICLE THREE—MEMBERSHIP

Section I People become club members upon payment of annual dues.

Section II

The Executive Board shall propose any change in dues by September 30, to be published in the October newsletter and discussed at the October coffee/business meeting. A vote will be taken at the November meeting with approval by 2/3 of those present.

Section III Dues are payable by March 31. New members who pay dues October 1 or later will have dues applied to the following year's membership. This does not apply to renewing

members.

Section IV

Members are eligible to participate in all activities and special interest groups, on a space available basis.

It is the responsibility of the chairperson of each special interest group to make sure participants are active members. Individual committee chairs may determine whether guests may participate.

Notice will be given to members before expiration of their membership. If dues are not paid by March 31, club communication will stop.

ARTICLE FOUR—OFFICERS AND COMMITTEE CHAIRS

Section I

The elected officers comprising the Executive Board shall be President, First Vice President, Second Vice-President, Secretary and Treasurer.

The executive board may appoint committees as needed.

Section II

Duties of the Executive Board are as follow:

President

Shall preside at all meetings. Shall call and preside at all Executive Board meetings. The president has the discretion to decide whether such meetings are open to the membership at large. Shall be an ex-officio member of all committees. May appoint a member to fill any Executive Board vacancy that arises, subject to approval by the Executive Board. Shall be responsible for securing and maintaining an adequate liability insurance policy for the Club. Shall perform such other duties as necessary to the smooth operation of the Club.

First Vice-President

Shall preside at all meetings in the absence of the President. If the President resigns or is no longer able to serve, the First Vice-President shall assume the duties of President until the next

regularly scheduled election.

Second Vice President

Shall coordinate special activities as needed and perform other duties as may be assigned by the President.

Secretary

Shall record the minutes of all coffee/business meetings of the Club and Executive Board.

Treasurer

Shall be custodian of Club funds. Shall receive and disburse such funds upon order of the Executive Board. Shall render a monthly report at each business meeting. Shall assure that necessary tax forms are filed. Shall prepare and maintain a current financial statement showing Club income and expenditures for each fiscal year. Shall perform other duties as pertain to this office

Section III

Duties of Standing Committees

In addition to special interest groups (such as Dinner Club, Lunch and Tour, Armchair Travelers, sports activities and others) several standing committees serve the membership at large.

Additional standing committees may be formed as the need arises.

Membership is responsible for name badges of current members. Membership will greet and introduce guests, and accept payment for dues at monthly meetings.

Coffee is responsible for purchasing and preparing refreshments and supplies for coffee/business meetings, and for clean-up afterwards.

We Care sends cards or notes to members who have suffered illness, had an accident or surgery, or are bereaved.

Directory creates a membership directory from the Club database and distributes it to members in either hard copy form annually or in digital format twice a year. New members receive an updated version when they join.

Newsletter edits and distributes a regular newsletter with information on Club activities and

other items of Club interest. The newsletter may include both free non-commercial ads from members as well as paid commercial ads. Copy is made available to the Club website for posting.

Digital Media maintains the Club website and sends group emails to notify members of upcoming events and other items of interest. A Club Facebook page will be maintained.

ARTICLE FIVE—ELECTION OF OFFICERS

Section I

Nominees for officers will be accepted at the February business meeting, and acknowledged in the March newsletter. The election will take place during the March business meeting when the President presents the slate of nominees. If there is more than one candidate, voting will be by ballot. If there is only one nominee for any position, voting will be by voice vote.

Section II

Board members will serve a term of two years, starting with the April business meeting. President, 2nd Vice President and Secretary will alternate years of election with the 1st Vice President and Secretary beginning in 2025. President, 2nd Vice President and Secretary will be elected in even years and 1st Vice President and Treasurer will be elected in odd years. 2024 election terms will be:

President-2years

1st Vice President 1 year

2nd Vice President 2 years

Secretary 2 years

Treasurer 1 year.

ARTICLE SIX—MEETINGS

A Coffee/business meeting will be held on the second Wednesday of each month.

ARTICLE SEVEN—FINANCE

Section I

No event chair shall commit the Club to an event or sign a contract without prior Executive Board approval.

Event refunds will be given only at the discretion of the event chair.

Section II

A Financial Review Committee, composed of at least three persons, may be appointed by the Executive Board to review the Treasurer's records at the end of each twelve-month term.

Section III

The Treasurer shall be responsible for issuing checks for all Club expenses. When he/she is not available the President has authority to sign checks.

No reimbursement shall be paid for expenses without documentation.

The Executive Board can at any time request the Treasurer make financial records available.

Section IV

The Club will not incur financial indebtedness that exceeds current assets.

ARTICLE EIGHT—ORDER OF BUSINESS

In general the order of business will follow "Robert's Rules of Order." Modifications may be made to this for reasons of expeditiousness. For example, reading of the minutes may be replaced by publishing the minutes of the last meeting in the newsletter.

ARTICLE NINE—REVISION OF BYLAWS

These bylaws may be revised or amended at any regular business meeting. Notice of the proposed action shall be distributed to all members at least two weeks prior to when the change is to be presented. Approval shall be by two-thirds vote of the members present.

Adopted, November 12, 1997

Revised, October 13, 1999

Revised, August 9, 2000

Revised, August 8, 2001

Revised, July 9, 2003

Revised, July 12, 2006 Approved – March 8, 2017

Revised September, 13 2023 Approved October 11, 2023

President: The President shall preside at all meetings, shall be a member of the Nominating Committee and an ex-officio member of all committees. The President shall call and preside at all Executive Board meetings, which are open to the membership at large. The President has the authority to appoint members to fill any vacancy which may arise during tenure of office, subject to the approval of the Executive Board, except that of the First Vice President for which a special election shall be held. The President works with the chairpersons of Membership, Raffle, Directory, and Newsletter and all special activities. The President shall be responsible for securing and maintaining an adequate liability insurance policy for the Club. The President shall perform such other duties which pertain to this office.

First Vice President: The First Vice President shall preside at all meetings in the absence of the President. In the event of the resignation or other cause for termination of the President, the First Vice President shall perform the duties of that office. The First Vice President works with Hospitality, Coffee, Luncheons, Socials Committee Chairpersons and coordinates with the Second Vice President and the President.

Second Vice President: The Second Vice President works with the chairpersons for Activities, Sunshine, and Publicity. The Second Vice President also is responsible for keeping historical information pertaining to the Club. Coordinates with the First Vice President and the President.

Secretary: The Secretary shall record the minutes of all business meetings of the Club and/or Executive Board, shall handle all general correspondence, and shall perform such other duties as pertain to this office.

Treasurer: The Treasurer shall be custodian of the funds of the Club; shall receive and disburse such funds upon order of the Executive Board; shall render a monthly report at each business meeting; shall assure that the necessary forms are filed with the IRS, if needed; shall prepare and maintain a current Financial Statement showing the income and expenditures of the Club as of March 1 of each year; shall prepare and present to the Executive Board a proposed budget by May 1; shall get Executive Board approval to pay customary and on-going monthly expenses for the up-coming year at the April Board meeting and shall perform such other duties as pertain to this office.