

# BY-LAWS OF THE BAY CITY CLUB, INC.



01-12-2019

## Bay City Club

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2701 Avenue H  
Bay City, TX 77414

## FOREWORD

The Bay City Club was established in response to a need for a Club that furnishes facilities which would enable individual member of Alcoholics Anonymous to gain and grow in sobriety.

The Bay City Club furnishes the facilities for A.A. Groups in Bay City to meet. Any established or forming Group of Alcoholics Anonymous may apply to the Board of Trustees in writing for the use of the facilities. Assuming no conflict of the day or time, most requests will be honored.

The Bay City Club, Inc. is a nonprofit Texas Corporation established to maintain the primary purpose of the fellowship of Alcoholics Anonymous, “to carry the message of Alcoholics Anonymous to Alcoholics who still suffers”.

The Bay City Club is not intended to be a sobering up institution, nor is it intended to be a “Slipper’s Haven”. We believe that the premises of the Club should be a sanctuary in which a member can enjoy and share his sobriety, and that any person who has forfeited his right to membership in A.A. by drinking has also forfeited his right to admission to the premises of the Club, unless sincerely seeking help. In accordance with the teachings of our program, the former member is automatically reinstated when he quits drinking and returns to A.A. Since a person who seeks help for the first time is not a club member, the foregoing does not apply.

The Bay City Club is also a business concern. Therefore it is necessary to have house rules and by-laws. These cover drinking, personal conduct in the Club, payment of dues, etc. and must be observed if the Club is to continue to operate for the purpose for which it was formed. Only in this way can we give the membership the kind of Club to which it is entitled.

We ask that you read the House rules and By-laws carefully and understand them thoroughly... so that we may protect the best interests of the majority. Those who cannot or will not conform will be denied the privileges of the Club.

In accordance with the traditions of A.A., there are no dues or fees for membership in any A.A. group that meets in the Bay City Club. However, we have provided a Club for the use of all members of A.A. and funds for its support are necessary. We ask each member who uses this facility to look over the facilities and the operation and the purpose of his Club, and to “take his own inventory” to see if he feels the he should assist in the financing of this project.

REMEMBER – THE PRICE OF ONE FIFTH OF WHISKEY PER MONTH PAYS YOUR SHARE OF THE COST OF THE OPERATION OF THIS FACILITY.

WHERE WOULD YOU BE TODAY IF SOMEONE HAD NOT PAID THE COST OF PROVIDING THE PLACE WHERE YOU FOUND THIS WAY OF LIFE???

MEMBERSHIP IN THE BAY CITY CLUB IS OPEN TO ALL MEMBERS OF ALCOHOLICS ANONYMOUS.

### HOUSE RULES

1. No vulgar language will be permitted on club premises.
2. Trash, waste paper, cigars and cigarettes, etc. must be placed in the proper receptacles.
3. No member or guest shall be permitted on the club premises while drinking or intoxicated or under the influence of pills.  
EXCEPTION: Initial contact with Alcoholics Anonymous.
4. No animals will be permitted in the clubhouse.
5. No member or guest shall solicit money from any other member or guest on club premises, except for collection of club dues.
6. All complaints to or against the management of the club must be made in writing and signed by the complainant and submitted to the Grievance Committee of the Board of Trustees. Verbal complaints will not be considered.
7. Children of members or visitors are permitted when accompanied by a parent or adult sponsor. We must ask that you do not allow them to bother other members or damage the property of the club.
8. Card playing, gambling, raffles, etc. are strictly prohibited on club premises.

# BY-LAWS OF THE BAY CITY CLUB, INC.

## ARTICLE I INTRODUCTION

**Section 1.** The name of the organization is Bay City Club, Inc. hereafter called “the Club”.

**Section 2.** The purpose of the Club is to render, without profit to the Club, assistance to A.A. groups, committees, foundations or organizations which are devoted to achieving and maintaining abstinence from the use of alcohol.

## ARTICLE II QUALIFICATIONS

**Section 1. Regular Members.** Regular members are those members of Alcoholics Anonymous who have achieved a minimum of at least thirty days continuous sobriety and have expressed a desire to join the Club and have paid at least one month’s dues in advance.

**Section 2. Charter Members.** Charter Members are those persons who initially were desirous of establishing a Club as stated in Article 1, Section 2, and who, as a requirement for Charter membership, donated to the Club the sum of \$50.00. Members who have pledged and arranged terms for the payment of a donation of \$50.00 to the Club prior to September 10, 1990 are also Charter members. Charter memberships will not be granted after September 10, 1990.

**Section 3. Associate Members.** Associate members are those members of Al-Anon who choose to support the Club by regularly paying the dues. The spouse of a charter or regular member is also an associate member but is not required to pay additional dues.

## ARTICLE III RIGHTS AND PRIVILEGES OF MEMBERSHIP

**Section 1. Regular and Charter Members.** A regular or charter member has all of the Privileges of the Club and may vote on the affairs of the Club.

**Section 2. Associate Members.** An Associate Member has all of the privileges, rights and duties of the Club except that the member may not vote on the affairs of the Club.

ARTICLE IV  
REVOCATIONS OF MEMBERSHIP

**Section 1. Revocation.** Any membership, except “Associate,” in the Club is automatically revoked by the member’s use of alcoholic beverages or abusive use of mind altering chemicals. Any membership may be revoked for refusal to conform to house rules, or non-payment of dues. The Board of Trustees may revoke any membership on the grounds of any action detrimental to the Club.

**Section 2. Re-qualification.** Any member whose membership has been revoked must re-qualify as a new member.

**Section 3. Hearing.** Any member who feels that his membership has been unjustly revoked may petition in writing to the Secretary for a hearing before the Board. The Secretary shall notify the presiding officer of the petition and the presiding officer shall call a special meeting of the Board to consider the petition within fourteen calendar days. At the hearing, the presiding officer shall permit the petitioner to speak on his own behalf and/or permit others to speak for or against said petitioner.

ARTICLE V  
DUES

**Section 1. Dues.** All members shall pay dues in the amount of \$10.00 per month.

**Section 2. Due and Payable.** Dues are due on or before the 1<sup>st</sup> day of the month and if not paid by the 15<sup>th</sup> day of such month the membership will be suspended until dues are brought up to date. If the member’s dues are unpaid for ninety days from date due, the membership will be considered revoked.

**Section 3. Alteration.** Membership dues may be raised or lowered at a regular or special meeting of the membership of the Club with the approval of the majority of the members in attendance.

**Section 4. Waiver.** The Board of Trustees may, by two-thirds majority vote, temporarily suspend or waive dues in any individual case.

ARTICLE VI  
CLUB USE POLICY

**Section 1. Group Use of Facilities.** Any group of Alcoholics Anonymous or Al-Anon may make application to the Board of Trustees for permission to use the meeting rooms for regular or special meetings. They will not be permitted to use the Club at any other time for any other meeting, fund raising activity or any other reason except by special permission of the Board.

ARTICLE VII  
THE BOARD OF TRUSTEES

**Section 1. Number.** The Board of Trustees of the Club consists of five Charter or Regular Members, and one no-voting Associate Member. Exception: Initial Election. The Associate Member shall be elected annually at a meeting of the Associate Members. The number may be increased or decreased by amendment of the By-Laws, but no decrease shall shorten the term of any incumbent Trustee.

**Section 2. Requirements.** For ten years a majority of the Board shall be fully qualified, Charter members.

**Section 3. Tenure.** Unless removed from office in accordance with these By-laws, each Trustee shall hold office for the term for which he is elected and until his successor is elected. If a Trustee resigns, his resignation is effective immediately upon receipt of written notice from said Trustee by the President.

**Section 4. Vacancy.** In the event of a vacancy on the Board of Trustees, a majority of the Board membership present shall promptly fill such vacancy by an election of an eligible member to fill the vacancy until the next regular election.

**Section 5. Removal for failure to Attend.** A Board member who fails to attend Board Meetings except for good and valid reasons as determined by the Board shall be removed from the Board.

**Section 6. Removal for Suspension.** A Board member whose membership in the Club is suspended, is also suspended from the Board of Trustees.

**Section 7. Quorum.** A majority of the number of Trustees serving as members of the Board constitutes a quorum for the transaction of the business of the Board. The act of the Trustees present at the meeting at which a quorum is present is the act of the Board of Trustees.

**Section 8. Powers.** The Board of Trustees has full power and responsibility for the management of the Club and its property, real and personal, including the employment of help, maintenance, repairing and expanding the premises and all other powers necessarily incident to the operation and maintenance of the Club and its facilities, and the carrying out of its purposes as set forth herein. The Board may pledge the credit of the Club.

**Section 9. Procedure at Meetings.** The President is the Chairman of the Board of trustees and shall preside at meetings of the Board. In his absence, the Vice-President, or in his absence, a member of the Board selected by the majority of the members present shall preside. The Secretary of the Board shall act as Secretary at all meetings of the Board or in his absence, the Chairman of the Meeting may designate any person to act as Secretary.

**Section 10. Rules of Order.** All meetings of the Board of Trustees shall be conducted in accordance with Roberts Rules of Order, Revised.

**Section 11. Regular Meetings.** The President of the Board shall call a semiannual regular meeting. The Board of Trustees will hold standing monthly meetings and may hold such other meetings as the Board, or the Chairman, may determine. At least four days prior to a meeting of the Board, the Secretary shall notify each member of the board of the meeting.

**Section 12. Special Meetings.** The Board of Trustees shall hold special meetings at the times and places fixed by resolution of the Board or by call of the President, or any two Trustees. The notice need specify the business to be transacted, or the purpose of such meeting. Attendance of a Trustee at a special meeting shall constitute a waiver of notice of such meeting, except where a Trustee attends a meeting for the express purpose of objecting to the transaction of any business on the ground that the meeting is not lawfully called or convened.

**Section 13. Open Meetings.** All meetings of the Board are open to general membership as observers. Notice of each board meeting shall be posed on the Club bulletin board by the Secretary four days prior to each Board meeting.

## ARTICLE VIII OFFICERS

**Section 1. Selection.** At the regular annual June meeting of the board, the Board shall elect by majority vote a President, Vice President, Secretary and Treasurer. At the discretion of the Board of Trustees the offices of the Secretary and Treasurer may be combined, and held by the same person.

**Section 2. Duties.** The officers of the Board have such powers and duties, except as modified by the Board, as generally pertain to their duties, as well as such powers and duties from time to time shall be conferred by the Board. The President is the Chairman of the Board and all other officers of the Board are subordinate to him, and shall from time to time report as he may direct. In the absence of the President, the Vice President shall exercise all of the powers of the president.

**Section 3. Resignation.** An officer may resign at anytime, and his resignation is effective upon receipt of written notice from said officer by the President.

**Section 4. President.** The President is the Chief Executive Officer of the Club, and has general direction of the affairs of the Club and general supervision over its officers, subject to the control of the Board. At each regular meeting of the membership he shall report all matters within his knowledge, which, in his opinion, the interest of the Club may requires to be brought to their notice. He shall preside at all meetings of the Board and of the membership; shall sign and execute in the name of the Club all contracts or other instruments authorized by the Board of Trustees, except in cases where the Board of Trustees expressly delegates their execution to some other office or agent of the Club; and shall perform all other duties incident to the office of the President, and such other duties as from time to time may be assigned to him by the Board of Trustees.

**Section 5. Vice President.** At the request of the President, or in his absence or disability, the Vice President shall perform the duties of the President, and, when so acting, shall have all the powers of, and be subject to all restrictions upon, the President. The Vice President shall perform such other duties as may, from time to time, be assigned to him by the Board of Trustees or the President. If the President and the Vice President shall be incapacitated, the Secretary shall have all the powers and duties of the President.

**Section 6. Secretary.** The Secretary shall keep the minutes of the meetings of the Board of Trustees and of the membership; shall see that all notices are duly given in accordance with the provision of these by-laws; shall act a custodian of all records, except books of account, shall keep a register of the last known addresses of all members; and in general, the Secretary shall perform all duties incident to the office of the Secretary and such other duties as may, from time to time be assigned to him by the Board of trustees, or by the President.

**Section 7. Treasurer.** The Treasurer shall have charge of all funds and securities of the Club; shall deposit such funds in the name of the Club in such banks, trust companies or other depositories as are selected in accordance with the provisions of these By-laws; at all reasonable times shall exhibit the books of the account and records of the Club to any of the Trustees of the Club upon application during reasonable hours; shall render a statement of the condition of the finances of the Club at all regular meetings of the Board which shall be posted, and a full financial report at the regular meetings of the membership; shall receive and give receipt for, monies due and payable to the Club from any source whatsoever; and in general perform all the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to him by the Board of trustees or the President.

**Section 8. Membership Rolls.** The Secretary shall maintain a current list of all the members of the Club showing which members hold Charter, Regular or Associate membership. Persons who have not paid their dues to date may not be listed, and are not eligible to vote at any membership meeting.

**Section 9. Recall of Board of Directors.** The voting membership of the Club may, upon a vote of a two-thirds majority of those present and voting at regular or special meeting as defined in Article XI may recall any or all of the Board of Directors of the Club.

## ARTICLE IX NOMINATIONS

**Section 1. Selection.** Thirty days prior to the regular June annual meeting of the membership, the Board of Trustees shall appoint a nomination committee of three members, one of whom shall be a non-office holding member of the Club, and the other two shall be from the current Board of Trustees.



**Section 2. Selection of Candidates.** The nominating committee shall select a list of candidates equal in number to the minimum of two times the number of places to be filled on the Board of Trustees and shall post its nominations on the bulletin board of the clubhouse for a period not less than twenty days immediately prior to the date of the June meeting of the membership. Candidates for election to the Board of Trustees must be interviewed by the nominating committee and indicate a willingness to serve.

**Section 3. Additional Nominations.** Any Charter, or Regular member who desires to become a candidate for Board Membership, may, at least ten days prior to the regular annual meeting of the membership, present to the nominating committee a petition signed by at least one-third of the Charter or Regular members of the club asking that such person's name be placed on the ballot for election as a Trustee, and if qualified the nominating committee will place his name on the ballot.

**Section 4. Charter and Regular Members.** Thirty days prior to the regular June meeting of the membership, the Board of Trustees shall instruct the nominating committee as to the number of Charter members needed for election to the Board in order to provide for a majority of the Board to be from among Charter members. If any Charter members need to be selected to fulfill the required number, the nominating committee shall establish a separate ballot for the election of Charter members, and shall select a number of Charter members equal on total to at least two times the number of Charter members needed to be selected. The requirements for the majority of the Board to be Charter members shall apply for ten years as stipulated in Article VII, Section 2.

**Section 5. Re-Election.** A member of the Board may be nominated as a candidate for re-election.

**Section 6. Qualifications.** All candidates for Board membership must be Charter or Regular members of the Club except for the Associate member specified in previous section.

**Section 7. Nominations.** There shall be no nominations other than those provided for herein.

**Section 8. Terms.** The regular term is for 2 years excepting the first election of the Club, when for Board continuity, three Board members will be selected for a term of one year.

## ARTICLE X ELECTIONS

**Section 1. Balloting.** The voting for members of the Board shall be by secret ballot, and the members shall vote for the same number of candidates as there are offices open. The candidates who receive the largest number of votes are elected.

**Section 2. Proxy ballots.** Proxy ballots are not acceptable at any meeting of the membership, nor are proxy ballots acceptable at meetings of the Board.

**Section 3. Absentee Ballots.** Absentee ballots are not acceptable at any meeting of the membership.

## ARTICLE XI MEMBERSHIP MEETINGS

**Section 1. Regular Semiannual Meetings.** The president shall call regular semiannual meetings of the membership of the Club during months of January and June of each year. The purpose of the June meeting is the election of Trustees to the Board, and presentation of the semiannual Treasurer's report, and such other business as is authorized by these By-Laws. The President shall set the date of the meeting at least thirty days in advance, and the Secretary shall post a notice of the meeting on the Club bulletin board at least thirty days in advance. The place of the meeting is the Bay City Club.

**Section 2. Special Meetings.** The President shall call a special meeting of the membership within thirty days after requested to so do by majority of the Board. Alternatively, the President shall call a special meeting of the membership within thirty days after presentation to the Board of a written petition by the membership for such meeting. The request must be signed by not less than fifty percent of the qualified voting members of the Club, and must include the reason for the meeting. The Secretary post of such meetings on the bulletin board of the Club at least fourteen days prior to the meeting. The Secretary will state in the notice the purpose of the special meeting and the matters to be considered at the meeting. The membership may not consider matters of business not stated in the notice.

## ARTICLE XII AMENDMENTS

**Section 1. Procedure.** A proposed amendment to the By-Laws shall be presented in writing to the Board of Trustees. If there is a motion and a second that the proposed amendment be adopted the Secretary shall post a copy of the proposed amendment on the bulletin board of the Club at least fourteen days prior to the date set by the Board for final consideration of the proposed amendment. If as many as fifty percent of the Charter and regular members make written objection to the amendment to the Secretary, then the President shall call a special meeting of the membership of the Club for the purpose of passing on the proposed amendment. If less than fifty percent of the membership objects, then the Board may consider the proposed amendment, and accept or reject it.

## ARTICLE XIII MISCELLANEOUS

**A. Execution of Contracts.** The board of Trustees except as these By-Laws otherwise provide, may authorize any officer or agent of the Club to enter into any contract or execute or deliver any instrument in the name of and on behalf of the Club. Such authority may be general or confined to specific instances; and, unless so authorized by the Board of by these By-Laws, no officer, agent or employee shall have any power or authority to bind the Club by any contract or engagement, or to pledge its credit or to render it liable for any purpose or to any amount.

**B. Checks.** All checks, drafts or other orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Club shall be signed by such officers or agents of the Club as shall from time to time be determined by resolution of the Board.

**C. Deposits.** All funds of the Club shall be deposited promptly to the credit of the Club in such banks, trust companies or other depositories as the Board may from time to time designate, or as may be designated by the Board of Trustees, and for the purpose of such deposit, the President, Vice President, Treasurer or Secretary may endorse, assign and deliver checks, drafts and other orders for the payment of monies which are payable to the order of the Club.

**C. General and Special Bank Accounts.** The Board of Trustees may authorize the opening and keeping of the general and special bank accounts, and may make such special rules and regulations with respect thereto, not inconsistent with the provisions of these By-Laws, as it may deem expedient.

ARTICLE XIV  
COMMITTEES

**A. Appointments.** The President shall appoint a House Committee and a Grievance Committee and any other committees that he may deem necessary to the operation of the Club.

**B. House Committee.** The House Committee shall consist of three members of the Board of Trustees and two other members.

**C. Duties of the House Committee.** The House Committee shall have the responsibility of maintaining adequate personnel for the orderly operation of the Club, maintenance of the Club and approving expenditures not exceeding \$100.00 where such expenditures are of an emergency nature. It shall not have the authority to deny privileges of the Club to any person unless that person is under the influence of alcohol or drugs or behaving in a manner that is detrimental to the orderly operation of the Club.

**D. Grievance Committee.** The Grievance Committee shall consist of not less than three members of the Board of Trustees.

**E. Duties of the Grievance Committee.** The Grievance Committee shall receive all written complaints on the operation of the Club and shall interview the complainants. If possible, it shall settle these complaints in the best interests of the Club and the members. If no settlement is reached, the complaints shall be submitted to the Board at a special meeting called in accordance with Article VII, Section 12. Any action of the Grievance Committee or the Board in these matters may be appealed to the membership of the Foundation in accordance with Article XI, Section 2.

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