By-Laws Brunch/Presentation Meeting
Saturday, October 28, 2011
In attendance: Liz Albert, Teresa Datar, Kat Flinner

To make the document as lean and internally consistent as possible, we are led by our understanding that By-Laws **include an organization's basic commitments, structural patterns, and rules of governance.** We have tried to get to the bare bones of how the organization can/should/and does run.

1. Make By Law name consistent: Merrimac (no "K").
2. Article 3: Membership (formatting)
    a. Formatting: left justify intro paragraph
    b. Delete "which are based on age" after two classes.
    c. Delete "Membership" after Family, Student.
    d. Capitalize "Honorary"
3. Article 4: Officers
    a. 4.1:For sake of prioritizing, swap b and d.
    b. 4.2: Delete article "a" before "Boat Captain."
    c. 4.2.d: Modify: "…Swim Tests, Annual Waiver forms, and private rack space waiting list."
    d. 4.2.e: Re-order: "The Boat Captain is a member ex officio of both the Equipment and Safety Committees (see Article VIII). The Boat Captain, working with priorities as established by these committees, shall be responsible for maintaining…, for issuing notices on rowing conditions and safety limitations, and for managing boat reservations…"
    e. 4.2.f: Delete underline under "See Article VIII."
    f. 4.3: Add Boat Captain after Secretary. "Recommended term limits are…."
4. Article 5: Processes of Voting
    a. 5.2: Revise: "The type of question shall determine the quorum and votes required. (See Article VII) Votes must be returned within 15 days."
    b. 5.3: Re-order: "Proxy voting shall be available for Annual Elections and Special Meetings, except in cases of Expulsion." Proxy votes must be returned prior to the meeting, by a date….."
5. Article 7.3: final sentence made active voice: "Proxy votes shall not be allowed in cases of…."
6. Article 8: Committees
    a. Add: "The President and Vice President are members ex officio of all Committees."
    b. 8.2: Formatting: left justify entire paragraph. Add comma after "private rack spaces." Reword: "They shall" publish and disseminate to the membership…. Capitalize Captain in final sentence.
    c. 8.3: "The Safety Committee shall be responsible…." Capitalize "Captain" in final sentence.
    d. Add 8.4: Ad Hoc Committees: As needed, ad hoc committees may be formed. These shall follow the format and procedures of the standing committees.
7. Article 9: Liabilities: Delete "s" at end of "employees."
8. Article 10: Disciplinary Action and Expulsion
    a. 10.2: Re-order: "Members are encouraged to solve…..The involvement of the BoD shall be called upon only….The Board may mediate."
    b. 10.3: Capitalize "Club."

c. 10.4: Revise: "If mediation fails, the process moves into a hearing phase. The BoD shall inform the charged member in writing before proceedings begin, specifying the infraction or complaint. The charged member shall be given an exact copy of the written charges, signed by the complainant, and shall have 15 days to respond in writing. A hearing by the BoD with each of the parties may be called to ascertain the veracity of the chargers. If upon such inquiry, the BoD shall be satisfied of the truth of the charges and that the same demands action, the BoD shall meet within 30 days to determine what disciplinary action is warranted.
   d. 10.5: Capitalize "Special Meeting." Add: "No proxy voting shall be permitted."
   e. 10.6: Delete anything after "assessments."
9. Addendum Material
   a. 2.d should read "Student Membership," not Junior.
   b. 2.g Capitalize Honorary Membership
   c. 3: Membership year runs from January through December.
   d. Program definitions and fees will be posted by _____. Renewal of membership is due by _____. A late fee MAY be imposed….
   e. 4: Membership Requirements: Need to note that final 2 items are Proposed
   f. Boat Policy: which version?
   g. Safety Rules: which version?
   h. Code of Conduct: Which, where?
   i. Add table listing quorums, votes required to pass.
10.

Proposed next meeting: