

Baton Rouge Woodworkers Club Bylaws
Adopted: July 13, 2013, Revised August 3, 2013, April 5, 2014, November 1, 2014,
September 9, 2017, February 3, 2018, May 5, 2018, and March 2, 2019

ARTICLE I: NAME

- 1.1** The name of this organization shall be the Baton Rouge Woodworkers Club (henceforth referred to as "BRWC" or the "Club"). This club was organized independently by a group of area woodworkers on May 4, 2013.

ARTICLE II: PURPOSE

- 2.1** The BRWC is a non-profit, non-partisan organization that was established to educate, foster, promote and improve woodworking skills and safety for amateurs and professionals with interests in all areas of woodworking.
- 2.2** In carrying out its purposes, the club (1) holds monthly meetings at which qualified experts discuss various skill topics pertaining to woodworking that give instruction and demonstrate techniques; (2) club sponsors field trips to view and discuss various kinds of woodworking shops, equipment and tools; (3) routinely hand out bulletins containing educational material pertaining to woodworking; (4) provide a library of magazines and books on woodworking topics; and (5) maintain a club website (www.brwoodworkers.com) that have pages available to educate via a) sharing of woodworking Tips/Techniques, b) list of completed woodworking projects with descriptions and plans and c) Forums so as to ask questions and discuss topics on woodworking.

The club also supports the following specific objectives:

- To promote safety and safe practices in all shop and woodworking activities.
- To encourage members, visitors and others to be as active as possible in woodworking projects of their interest.
- To encourage members, visitors and others to expand their knowledge of new or different woodworking crafts and techniques.
- To promote a network of area woodworkers to share ideas, techniques, skills and cooperative projects.
- To support community service projects by applying our skills and abilities to assist in projects that will serve some needs in our communities.

ARTICLE III: SECTION 501(C)(3) COMPLIANCE

- 3.1** The Club is organized exclusively for educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.
- 3.2** No part of the net earnings of the Club shall inure to the benefit of, or be

distributable to its members, trustees, officers, or other private persons. No substantial part of the activities of the Club shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Club shall not participate in, or intervene in any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of this document, the Club shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

- 3.3 This corporation may be dissolved by a resolution of the Board of Directors after the affirmative vote of two-thirds (2/3) of the number of members present at a meeting of members called and noticed as a special meeting for the purpose of dissolving the corporation known as the Baton Rouge Woodworkers Club. Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose as may be selected by the Board of Directors. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the parish in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE IV: MEMBERS AND FEES

- 4.1 **Membership:** Amateur and professionals who are currently involved in all areas of woodworking crafts are invited to become members of the Baton Rouge Woodworkers Club. Beginning woodworkers or others who are interested in learning more about woodworking skills are also encouraged to become members.
- 4.2 **Guests and Visitors:** Visitors and guests are encouraged and welcomed. Visitors and the guest's host will be responsible for any special fees that might be assessed to the regular members for that particular meeting. Visitors or guests are usually expected to join if they attend more than two meetings of the club.
- 4.3 **Dues:** Individual annual dues, as set by the Executive Committee, shall be paid upon joining the Club and renewed each subsequent calendar year.
- 4.4 **Fees:** Individual fees may set by the Executive Committee for special events, courses, presentations, trips, etc. that are sponsored by the Club.
- 4.5 **Minimum Age:** The minimum age for membership in the Baton Rouge Woodworkers Club is 18 years of age.

ARTICLE V: OFFICERS

- 5.1 Officers:** The officers of the Baton Rouge Woodworkers Club shall be president, vice-president, secretary, treasurer, web master, and three (3) members-at-large. The term of each office for each election shall be one year, with no limitations on the number of successive terms one may serve in an office.
- 5.2 Elections:** Officers will be elected for the first term at a regular meeting of the club and as soon as the members feel sufficiently acquainted with each other to hold an election. The first officers elected mid-year in 2013 shall continue to serve through the year 2014. Subsequently, officers for the next calendar year will be elected during the regular club meeting in November.
- 5.3 Vacancies:** If the office of president becomes vacant during a year, it will be filled by the vice-president. If other vacancies occur during the year, the president may appoint someone to fill the vacancy for the remainder of that year.
- 5.4 Duties of Officers:**
- **President.** The president shall be responsible for the orderly functioning of the club and shall preside at all club meetings to conduct the necessary business and to coordinate the program presentations. The president shall chair the Executive Committee and serve as an ex-officio, non-voting member of all other committees.
 - **Vice-president.** The vice-president shall preside in the absence of the president and offer assistance in administering affairs of the club including serving as replacement when needed. In addition, the vice-president shall be a member of the Executive Committee shall chair the Program Committee
 - **Secretary.** The secretary shall record notes of all meetings of the club and the executive committee and make them available to members of the club. The secretary shall be a member of the Executive Committee and an ex-officio, voting member of the Communications Committee.
 - **Treasurer.** The treasurer shall collect annual membership dues and any other fees or assessments approved by the club and shall maintain records of all financial transactions for the club. The treasurer shall maintain contact information on all members and potential members. The treasurer shall provide periodic membership and financial reports to the Executive Committee and the club. The treasurer shall be a member of the Executive Committee and Chairman of the Membership Committee.
 - **Web Master.** The web master shall maintain the web page for the Baton Rouge Woodworkers Club (brwoodworkers.com) to include current information about club activities, planned events, documentation of past events and other links of interest to woodworkers. The web master shall be a member of the Executive Committee and shall be Chairman of the Communications Committee.
 - **Member-at-large.** Three (3) members-at-large will be elected from the

membership each year for one-year terms to provide additional member input and leadership for the club. Members-at-large shall be members of the Executive Committee.

ARTICLE VI: EXECUTIVE COMMITTEE

- 6.1** The executive committee membership shall consist of the president, vice-president, secretary, treasurer, web master, chairperson of the community service projects committee, education outreach coordinator, and three (3) members-at-large. Duties of the executive committee shall include administrative supervision of club matters between regular membership meetings, taking no action contrary to established club policy or prior action approved by the club. The president shall inform the club membership of executive committee actions taken at the next regular club meeting. The executive committee may be convened by call of the president.

ARTICLE VII: COMMITTEES

- 7.1** The club shall have the following standing committees:

- **Program Committee:** The program committee shall be chaired by the vice-president, with two other members appointed by the president and the club president as a non-voting ex-officio member. The program committee shall be responsible for scheduling club meetings, programs, trips, tours and service projects to support the objectives of the Club and to enhance the woodworking knowledge and skills of the members.
- **Membership Committee:** The membership committee shall be chaired by the treasurer, with two other members appointed by the president and the club president as a non-voting ex-officio member.. The membership committee shall coordinate efforts of the club to recruit and retain active members. The committee shall ensure that every member and visitor completes the club release form. The committee shall provide name tags for all active members and visitors
- **Communications Committee:** The communications committee shall be chaired by the web master, with two other members appointed by the president. The club secretary is an ex officio, voting member of the committee and the club president as a non-voting ex-officio member. The communications committee shall coordinate publicity, public relations and general communications for the club. The committee shall also be responsible for photographic documentation of club activities, projects and events.

- 7.2** **Special committees:** The president, with the consent of the executive committee, may appoint additional special committees or task forces with three to five members to address specific tasks or issues. Such special committees should disband upon completion of their assigned responsibilities, but some may be continued as long as needed or they may be converted to standing committees if needed by the club.

ARTICLE VIII: MEETINGS

- 8.1** The Baton Rouge Woodworkers Club members will usually meet at 9:00 A.M. on the first Saturday of each month, but the program committee may change the day, date and/or time to avoid holidays or for special meeting requirements. Meeting locations will be established by the program committee to match the meeting programs.

ARTICLE IX: EXPENDITURES, REIMBURSEMENTS, AND DONATIONS

- 9.1** The club president is authorized to approve small, one-time expenditures of up to \$100, or recurring expenses that total \$100 or less during a calendar year.
- 9.2** One-time expenditures above \$100 and up to \$400, or recurring expenses that total more than \$100 and up to \$400 during a calendar year may be approved by the Executive Committee.
- 9.3** Any one-time expenditures above \$400, or recurring expenses that total more than \$400 during a calendar year require approval by a majority vote of the members present at a regular club meeting.
- 9.4** Reimbursements to members for expenses incurred during the construction and/or installation of a community service project that is paid for by a client organization must be approved first by the chairperson of the community service projects committee, then by the club president.
- 9.5** Any unsolicited donations offered to the club will be approved by a majority vote of the Executive Committee.

ARTICLE X: AMENDMENTS

- 10.1** Bylaws for the Baton Rouge Woodworkers Club will become effective when adopted at a regular meeting of the club by two-thirds vote of the members present.
- 10.2** These bylaws may be amended at any regular meeting of the club by two-thirds vote of the active members present.

-THE END -