



# CLUB CHARTER

## I. Formation and Name

The Officers and Members hereby form a General Association, to be known as the Mad Zymurgists (herein "Club" or "Mad Z") of the Tri-Valley, Northern California in accordance with the laws of the State of California.

The Mad Zymurgists is affiliated and registered with the American Homebrewers Association (A.H.A.), ID #: 000174503

## II. Purpose

The Mad Zymurgists club was founded with the primary purpose to promote the education, understanding and knowledge of the art and science of home brewing. Additionally the club encourages knowledge of techniques, ingredients, concepts, equipment, and recipes, plus supports and encourages members to participate in competitions. Having active involvement in the American Homebrewer's Association and participating in AHA and other regional events whenever possible. To promote appreciation and understanding of world beer styles, encouraging interest in beer judging and the Beer Judge Certification Program; offering educational opportunities for such as preparatory classes for the BJCP Exam, and other continuing education programs. To share knowledge, give feedback, and encouragement among all skill levels of home brewers. To further the understanding of historical and modern brewing and fermentation techniques and to promote the responsible enjoyment, appreciation, and consumption of beer.

## III. Structure

### III. A General Membership Statement

No member or officer of the Mad Z shall be selected, dismissed or discriminated against on the basis of age, race, religion, color, creed, sex, sexual orientation, national origin, beer style preference, or political affiliation.

### III. B Charter Members

#### III. B. (a) *Becoming a Charter Member:*

- Members must maintain a desire to participate and contribute to the enjoyment of all club members in the pursuit of the Club's Purpose.
- New Members may be added during any regularly scheduled meeting.
- Members pay annual dues in the amount of \$25.00 for an individual or \$35.00 for couples and at the January club meeting. Members

joining after June 1<sup>st</sup> of the year will pay partial dues in the amount of \$15.00 (\$25.00 couples). Members joining after October 1<sup>st</sup> of any year will pay partial fees in the amount of \$10.00 (\$20.00 couples).

- For couples' membership, each individual is considered a Member with all rights and requirements.
- Members must sign and agree to abide by the rules set forth in this Club Charter.

### **III. B. (b) Rights and Responsibilities of a Charter Member:**

Charter Members (or "Members") are persons aged 21 years or older and have the following rights and responsibilities:

- Each Member will strive to maintain the highest standards for their behavior at Club meetings, Club activities, and any competitions or external events where the members of Mad Z will be promoting the Club name. Members will do their best to reflect positively Club principals, promote the Purpose of the club, and represent their club in a professional and courteous manner at all times.
- **Members will personally be responsible for partaking of any and all alcoholic beverages that may be consumed during a club function or social event. Members must agree to hold harmless all officers and members of the club in the case of any legal action against them, any adverse consequence such as personal injury, or any other damages, real or perceived, that may arise from the consumption of alcohol at a club function or event. Each Member must recognize and respect their limits, agree to take full responsibility for monitoring those limits and accept personal individual responsibility for their actions relating to any of the aforementioned.**
- Members maintain regular attendance at monthly club meetings and attend at least 25% of meetings in any calendar year (four meetings for a full year).
- Each Member will have voting rights in all club elections and Charter updates.
- Members can participate and are encouraged to participate in all club-sponsored events and competitions.
- Members have the right to use the Club Name in competition entries or other venues where Club affiliation may be appropriately used.

### **III. B. (c) Removal of Members**

Any Member may be removed by agreement of a simple majority of the Officers. Removal may be from either a lack of regular attendance or

from a disciplinary or behavioral situation that cannot be resolved between Members.

Written notice of a meeting where removal of a Member is to be considered shall include a specific reference to the matter in question. The removal shall become effective upon refunding of the Member's most recent dues.

### **III. C Officers and Elections**

Officers are Members of the Mad Z with special responsibilities and powers.

#### **III. C. (a) Declarations and Nominations**

The presiding President will call for declarations and nominations one month prior to the March election.

Members, as defined in **III B** above, interested in running for an officer position should declare their intent at least two (2) weeks prior to the date of the meeting where election will be held. Members running for an officer position will submit their name, position they are running for, and a brief description of their qualifications and reason for running for the position to the club email address [info@madzymurgists.org](mailto:info@madzymurgists.org).

The Member running for officer must be present at the election meeting (except for extenuating circumstances approved by the current officers).

Members may also nominate other Members for an officer position. The nominated individual must still accept that nomination via a declaration of their intent to run for an officer position two (2) weeks prior to the March election.

#### **III. C. (a) . i Special Consideration for Positions Without Candidates**

Declarations and Nominations may also be made at the March election when there are positions to be filled that do not have candidates. The President will call for declarations and nominations from the floor in this special situation.

#### **III. C. (b) Election and Terms**

Officers shall be elected at the annual meeting in March, take office and begin duties at the first meeting in April and serve for one year or until new officers are elected.

Ballots will be sent out to Members between one and two weeks prior to the election.

Members will be present at the meeting to vote. Members unable to attend the election may request to vote by absentee ballot, at least two (2) days prior to election by contacting an officer.

Voting will take place after the officer positions are presented with the names of the Members running for each of the positions.

Election of officers will be decided by plurality of club Members including any absentee votes. Each member will have one vote for each position.

Upon the occurrence of a vacancy, an interim election shall be held at the next meeting to fill the vacancy for the balance of The Club year. Officers may succeed themselves in the same office.

### **III. C. (c) Officer Positions**

#### President:

The duties and responsibilities of the President shall include:

- Set the dates, times, and locations of all club meetings
- Finalizing meeting agendas, leading discussions, and presiding over meetings
- Provide the overall guidance and direction for the club
- Appoint committees and special interest groups
- See that resolutions passed by the club are carried out
- Communicate with all Club Members regarding meetings, events, or other Club activities
- Mitigate disputes with club members
  
- Sending monthly club newsletter (including secretary's minutes) and meeting reminder(s); announcing upcoming meetings, special events, and other activities to club members (normally via e-mail).

#### Vice-President:

The duties and responsibilities of the Vice-President shall include:

- Assist the President and perform his duties in the absence of the President.
- Proposing meeting topics, speakers and agenda points to the president.
- Attend and manage club sponsored events, competitions, and guest speaker/presentations
- Scheduling quarterly officer meetings / coordinating these meeting dates / times with other officers.

#### Treasurer:

The duties and responsibilities of the Treasurer shall include:

- The Treasurer shall prepare and manage the club budget
- Manage all club dues, donations, and other funds and keep accurate records of all transactions, be prepared to submit audits to the officers and members of the club, and to handle all other matters pertaining to the club's finances.
- To make sure all dues-paying club members have signed the club charter, and to maintain / file copies of these signed charters.

#### Secretary:

The duties and responsibilities of the Secretary shall include:

- Maintain the club membership roster and mailing list
- Take membership attendance
- Take meeting minutes and relay these (in a timely manner – suggest <1 week after meeting) to the president for attachment to subsequent outgoing club newsletter

All Officers:

The shared duties and responsibilities of all officers include:

- Maintain the Club, uphold the rules of the Club, and monitor/enforce the appropriate behavior of Club Members
- Ensure that Club Members are kept informed of all Club activities and provide positive role models for appropriate Club behavior and Club Member responsibilities.
- Advise the other officers in advance, if you are unable to attend any given club meeting.

**III. D Meetings**

**III. D. (a) Member Meeting**

The Mad Zymurgists will meet monthly on the 2<sup>nd</sup> Thursday of each month (excluding certain holidays or months in which a Club event is held, e.g. the annual holiday party). In the event of a holiday interfering with a scheduled club meeting (e.g. Valentine's Day), the default is to re-schedule for the following Thursday.

**III. D. (b) Officer Meetings**

Officers will meet outside of regular Club meetings at least one (1) time per quarter to facilitate Club planning, discuss club procedures, Charter updates, membership, disputes by Members, and other activities as appropriate to the role of the officers.

Minutes from officer meetings will be taken by the Secretary and will be available to Club Members upon request.

**IV. Amendments**

Any Member in good standing who has been a registered member for at least two (2) months and attended at least two (2) meetings may suggest amendments to the Club Charter.

Amendments will be written by the officers and must be ratified by a simple majority vote of a quorum representing 50% of the Members of the Club.

All amendments passed by the Club will automatically become part of the Club Charter and thus adopted by each Club Member. All Club Members will be held responsible for following the rules introduced by any changes to the Member policies introduced in an Amendment.

## **V. Miscellaneous**

### **V. A Privacy Policy**

The Mad Zymurgists collects basic information about its members including name, address, telephone numbers and email.

Member information may, from time to time, be shared with partners of the Mad Zymurgists or with vendors that have agreed to provide benefits or discounts to Mad Z members.

The Mad Zymurgists will never collect member information to sell to vendors or merchants. The Mad Zymurgists will never collect or share member financial information it may have access to, including checking information or credit card information, with any vendors, merchants, or partners of the Mad Z.

### **V. B Dissolution**

In the event that the Mad Zymurgists Club dissolves its membership and no longer continues as an association entity, the following will occur:

- All club physical assets will be donated to local schools and/or charities as decided upon by the current presiding officers.
- All club financial assets will be donated to the American Homebrewers Association.

## **VI. Agreement**

I do hereby understand and agree with the rules and terms of membership in the Mad Zymurgists club.

Name (print): \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_\_\_

Signature: \_\_\_\_\_

Name (print): \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_\_\_

Signature: \_\_\_\_\_