

Beer and Ale Research Foundation By-Laws

PREAMBLE

The members of this club are joined together to share and promote the pleasures and science of home brewing and vintning. The following By-Laws are adopted to assure an orderly, continuously functioning organization for the benefit of all members.

Article I – Organization

Section 1 – Name

The name of this organization shall be the Beer and Ale Research Foundation, hereinafter referred to as BARF or “the club”.

Section 2 - Purpose

BARF is organized on a non-profit basis, to encourage and advance the hobby of home brewing and vintning, to provide members an opportunity to enjoy beer and wine making in a friendly and cooperative atmosphere, and to provide the opportunity for every member to share in the operation of the club.

Section 3 – Goals

- To promote the hobby of home brewing and vintning by learning more about brewing, sharing brewing experiences, techniques and beers amongst members throughout the Hampton Roads area. (This includes other fermented beverages as well, i.e. mead, cider and wine.)
- To engage in enjoyable social activities focused on home brewing as a common foundation.
- To learn more about beer tasting and beer judging based on the Beer Judging Certification Program guides.
- To establish friendly relationships with similar organizations throughout the Hampton Roads area.
- To promote the responsible use of alcoholic beverages.

Article II – Membership

Section 1 - Qualifications

Membership in BARF is open to any person 21 years of age or older that are active or intend to become active in the home brewing craft upon payment of dues, as hereinafter provided, to the Treasurer.

The membership is comprised of Regular Members, Couples/Household Members, Complimentary Members, and Sponsor Members. The levels of membership are defined as follows:

- Regular Member status is obtained by being compliant with dues according to Article VI of this document.
- Couples/Household Members. This membership is given at the same rate as Regular Membership to two people joining as regular members, but only receiving one newsletter (i.e. two people at one address.)
- Complimentary Member status is obtained according to Article II, Section 5 of this document.
- Sponsor Members status is obtained according to Article II, Section 6 of this document.

Section 2 - Membership Term

The annual membership term is one year extending from January 1 to December 31.

Section 3 - Membership Revocation

The Club Officers may revoke membership for the following reasons:

1. Non-payment of dues.
2. Failure to comply with the By-Laws.
3. Conduct detrimental to the objectives and purpose of the club.

Section 4 - Membership Reinstatement

Any member whose membership has been revoked because of non-payment of dues may be reinstated to full membership by paying the total annual dues. Any member whose membership has been revoked for other reasons may be reinstated by a two-thirds majority vote of those present and voting at a regular meeting of the membership.

Section 5 - Complimentary Membership

Upon a majority vote of the officers, the club may offer complimentary membership to officers of other homebrew clubs, as well as to professionals affiliated with brewing and vintning. Complimentary Members have the same status as Regular Members, but cannot vote or become officers of the Beer and Ale Research Foundation.

Complimentary Memberships expire as of December 31st of each calendar year.

Section 6 – Sponsor Membership

Upon a majority vote of the officers, the club may offer sponsor membership to those contributing tangibly to the club in the form of goods or services. Sponsor Members have the

same status as Regular Members, including the right to vote, but may not become an officer of the Beer and Ale Research Foundation.

Complimentary Memberships expire as of December 31st of each calendar year.

Section 7 - Rights and Liability of Members

Each Regular, Couples/Household, and Sponsor Member of the club shall have the right to vote on club matters provided they are in attendance during a regularly scheduled business meeting. The members of the club shall not be liable for the debts or obligations of the club. No member shall receive compensation for services rendered to the club except as otherwise approved by the officers of the club and by a majority vote in a regularly scheduled business meeting. A club member may be reimbursed for expenses reasonably incurred on behalf of the club if, and only if, approved by the club officers or by a majority vote in a regularly scheduled business meeting.

Section 8 - Guests

Members are encouraged to invite individuals interested in becoming active home brewers as guests to club meetings and functions. It is anticipated that these guests will eventually join the club. Non-members and guests may be requested to provide a small monetary donation for the consumption of food that the club has provided for the meeting.

Section 9 - Nondiscrimination

Club membership shall not be denied to any individual on the basis of race, color, creed, national origin, or sex.

Section 10 - Hold Harmless

The following clause shall be read and understood by anyone who makes an application to join the Beer and Ale Research Foundation:

“My participation in this club is entirely voluntary. I know that participation in club activities involves the consumption of an alcoholic beverage, and this may affect my perception and reactions. I accept responsibility for my conduct, behavior, and actions, and absolve the club and the owner of the meeting place of responsibility for my conduct, behavior and actions. Participation includes any guests that may be present at club activities, wherever they may be held.”

Article III – Voting

Section 1 - Eligibility

All Regular, Couples/Household, and Sponsor Members are eligible to vote. Complimentary Members are not allowed to vote but may participate in any discussion preceding a vote. Guests are not allowed to vote and should refrain from participation in any discussion.

Section 2 - Items Put to Vote

The officers shall decide when and the kinds of issues and topics to be voted on. Any Regular Member can petition to any officer for an issue to be brought to a vote. Unless otherwise specified, business actions and elections will be determined by simple majority.

Section 3 - Quorum, Proxies, and Absentee

A Quorum shall consist of the members present at each meeting. No proxies are used for voting purposes. Absentee ballots will be made available to qualified members unable to attend election meetings. Absentee voting members must notify an officer no less than 5 days prior to the election date of their desire to vote absentee.

Section 4 - Elections

Voting for officers will be done by controlled written ballot only. For other items, voting will be by show of hands unless a written ballot is more appropriate. If it is not possible to determine the outcome by show of hands, voting will be by written ballot. This means a ballot will be available to regular members in attendance.

Article IV – Officers

Section 1 - Officers

The following positions make up the entirety of the club's officers:

- President
- Vice President
- Secretary/Treasurer

Section 2 - Responsibilities

President: The President is responsible for securing the meeting place, and will normally preside at all meetings. The President can cancel a meeting with a majority vote of the other officers, or may appoint a regular member to preside over a meeting if other officers are unavailable. The President will file required documents with the appropriate county, state, and federal institutions for the operations of the club.

Vice President: The Vice President assists the President. This person will also ensure that there is adequate supply of beer for the meeting. Additionally the vice president will assume the duties of the president should the need arise.

Secretary: The Secretary keeps the minutes of the meeting. The Secretary may also edit and publish the club newsletter or meeting notices. The secretary is responsible for maintaining the official club membership list. The secretary corresponds with other clubs and appropriate bodies.

Treasurer: The Treasurer handles all club finances, including the collection and deposit of dues and fund-raising proceeds, and the disbursement of funds for club expenses. The Treasurer keeps the financial records and manages the club's bank account.

Section 3 – Removal of an Officer

If there is an indication that any officer has not performed or is unable to perform their expected duties, the remaining officers may request the membership to consider removal of the delinquent member from office. A two-thirds majority vote of the membership at a regular meeting will be required to sustain the recommended removal from office.

Section 4 - Officer Resignation

On the resignation of an officer, the remaining officers shall appoint a person to fill the vacancy within 30 days. This person shall take the responsibility of the officer who left and serve out the remainder of the term.

Section 5 - Nominations

Any Regular Member can make officer nominations. Nominations are to be submitted during the August and September meetings. The Secretary will prepare ballots for the November meeting as needed.

Section 6 - Elections

Elections will be held yearly in November with the new officers taking office in January.

Article V - Nonprofit Organization

Section 1 - Nonprofit Status

The club is declared as a nonprofit organization. This does not give it tax exemption status under the rules of the United States Internal Revenue Service (IRS) unless applied for and received at a later date.

Article VI - Calendar Year & Dues

Section 1 - Calendar

The BARF fiscal calendar runs from January 1 to December 31.

Section 2 – Fees

Fees comprise annual membership dues and club sponsored event fees.

The annual membership dues shall be established by the Club Officers and presented to the membership at a club meeting for its approval. Members must pay dues to the Treasurer annually, on or before April 1.

Club sponsored event fees are determined by a majority vote of the officers on a per event basis. The officers may assign a different fee for each event based upon membership status. Officers may indicate an event is No Charge on a membership level basis.

Section 3 - Financial Report

The Treasurer shall report the club's financial status in the Treasurer's report at each meeting, and provide a detailed accounting of all club transactions at the end of each calendar year. The financial report will be available for audit by the President.

Article VII - Meetings

Section 1 – Regular Meetings

Members shall meet monthly unless otherwise instructed by the club officers. Monthly meetings are normally held on the second (2nd) Thursday of each month.

Section 2 - Meeting Procedure

Unless otherwise specified, meetings' announcements will be communicated, posted, or sent in electronic format, at least five (5) days in advance of the meeting date. Meetings will be open to any Regular, Couples/Household, Sponsor, or Complementary Member and guests.

General Meeting: Official business will be conducted between 7:00 PM and 7:15PM. Efficiency and common sense will prevail when transacting official business. The format of the meeting will be as follows: minutes of the prior meeting, officer's reports, committee reports, old business, new business. In each case, any requested action by regular members during the meeting must be stated in the context of a legitimate motion to be voted upon during the next business meeting. The rest of the meeting will consist of introductions and a 15 to 30 minute technical presentation. This will be a detailed discussion of any of aspect of home brewing and/or vintning. Next will be 10 to 15 minutes of style presentation. This will consist of description and history of the selected style of the month. Sampling benchmarks of the month's style will conclude the general meeting. Club activities, finances, procedures and policy may be discussed at any time during this meeting.

Section 3 – Special Meeting

The President may call special meetings at any time, with sufficient notice given to the membership. The members may request a meeting by a majority vote.

Section 4 – Officers Meeting

The Officers will meet at regular meetings or as otherwise necessary.

Article IX - Bylaw Acceptance Changes

Section 1 – By-Law Review

From time to time, the President may appoint a committee to review the existing by-laws. The committee may recommend to the President and membership that revisions and/or amendments are required.

Section 2 - Procedure for Changes

Any regular member may make a motion for a change in the bylaws at any regularly scheduled monthly business meeting. When changes are suggested, the petition must be presented in writing. The vote on this motion will be at the next regularly scheduled monthly business meeting. The officers of the club will make every reasonable attempt to notify all regular members of the impending vote within five days prior to the vote, but they are under no obligation to do so. Failure to notify the membership does not negate the scheduled vote. A vote of the majority of the Regular, Couples/Household, and Sponsor Members in attendance is required to approve a change in the existing bylaws.

Section 3 – Effective Date

These By-Laws become effective as of **JULY 13, 2006**.

Amendments:

None at this time