

# The Bylaws of Tri-County Beard & Mustache Society, Inc.

1. This founding document establishes the Tri-County Beard & Mustache Society, Inc. This Society is hereby formed for the purpose of providing charity to local youth for musical needs as well as promoting facial hair growth and competition in the Indiana counties of Madison, Hancock, and Henry.
2. The Society shall be democratic in nature.
3. The Society shall hold monthly meetings.
4. The Society will register with the State of Indiana, as well as local government where required and maintain official registration and good standing with the state and local government.
5. The Society shall be a not-for-profit entity.
6. The Society shall not engage in activities not permitted by tax exempt organizations.
7. No part of the net earnings of the Society shall inure to the benefit of, or be distributable to, its members, directors, officers or other private persons except as allowed under the Internal Revenue Code.
8. The Society shall distribute funds through charitable, educational, scientific, or other legal tax exempt purposes by membership vote.
9. Upon dissolution of the Society, any Society assets must be distributed to charity, education, science or other legal tax exempt purposes as determined by membership vote.
10. The Society shall hold an annual facial hair competition open to the public.
11. The Society shall consist of 3 levels of membership:

## A) Founding Level

› Special distinction of membership; Must have full or partial beard, mustache, or significant sideburns and/or have attended the founders meeting on November 8, 2014; must be age 21 or older, exempt from membership dues.

## B) Standard Level

› Any person age 21 and older; voting rights after attending 3 months of consecutive member meetings; must pay annual dues in the month they were approved for membership- all members have a 30 day grace period to pay their dues- For Example: if a members dues are due in June at the monthly meeting, they have until the July meeting to get them paid without repercussion; eligible to run for office after 1 year; must be age 21 or older.

\*\*\* ALL Standard level members are also expected to attend as many monthly meetings as possible, and are required to attend and/or participate in at least (1) one beard and mustache charity event, IN PERSON, in their membership year.

\*\*Any Standard Level Member, WITH a vote, that DOES NOT attend an IN PERSON beard and mustache charity event in their membership year, will lose their vote at their renewal date, and must again attend 3 consecutive monthly meetings to obtain their vote back.

\*Any Standard Level Member, that does NOT have a vote, that does NOT attend an IN PERSON beard and mustache event, in their membership year, will become Support Level Members at their renewal date, and must attend an IN PERSON beard and mustache charity event in their membership year, before being allowed to upgrade to a Standard Level Member again.

## C) Support Level

› Any person age 21 and older; must pay half of annual dues in the month they were approved for membership- all members have a 30 day grace period to pay their dues- For Example: if a members dues are due in June at the monthly meeting, they have until the July meeting to get them paid without repercussion; has speaking rights at meetings and can volunteer for committees, events, etc., but has no vote regarding officers, bylaws, or financial decisions; not eligible for office.

\*\*\* ALL Support level members are highly encouraged to attend and/or participate in at least (1) one beard and mustache charity event, in their membership year and attend as many monthly meetings as possible.

12. The Society shall hold officer elections every other year.

13. If there is an officer vacancy for any reason between the election cycles, there will be a special election no later than the 2<sup>nd</sup> month of vacancy to take place during regular meeting proceedings, so long as there is a member that wants to fill the vacancy.

14. The Society shall elect and maintain the following officer positions:

- a) President
- b) Vice President
- c) Secretary
- d) Treasurer
- e) Sentinel
- f) Recruiter 1
- g) Recruiter 2

15. Officer elections will be held by secret ballot.

16. The date and location of elections will be announced a minimum of 2 months before elections take place.

17. Officer term lengths will be 2 years, with no limit on number of terms served.

18. The President's duties are as follows:

- a) Set agenda for official meetings
- b) Preside over the meetings
- c) Coordinate the meeting place and time
- d) Coordinate with the other officers and membership to execute the mission of the Society
- e) Bestow Society awards to membership and public

19. The Vice President's duties are as follows:

- a) To perform the duties of the President in the President's absence
- b) Maintain a strong leadership presence at meetings and events
- c) Assist the president to coordinate with officers and membership to execute the mission of the Society
- d) Tally scores for our beard and mustache competition, and whenever deemed necessary and/or needed for other events that use a scoring system

20. The Treasurer's duties are as follows:

- a) Coordinate with a certified CPA to maintain accurate financial records and file state, local, and federal tax registrations, if we need to file more than a 990-N Postcard for the tax filing year
- b) Keep a record of all financial transactions including receipts and expenditures, bank statements to be kept in a 3 ring binder and all purchase/banking receipts to be kept in manilla envelope for the appropriate tax year, once taxes have been filed
- c) Maintain a Society account at a local bank or credit union
- d) Coordinate and assist in all budgeting matters

21. The Secretary's duties are as follows:

- a) Take and maintain meeting minutes and records that are to be published to the public no later than 7 days after the monthly meeting
- b) Keep an accurate roll of membership for all members. This includes date of approval once voted upon, as well as renewal dates for all members, standard or support.
- c) Reach out to members that have dues unpaid, after the monthly meeting that their dues are due.
- d) Keep an accurate, objective record of Society history

- e) To coordinate with and/or perform the duties of the Treasurer in their absence.
- f) Create and distribute annual newsletter in or by February of each year, that highlights what has been accomplished in the prior year by the Society, and what the Society is planning and/or looking forward to for the current year.

22. The Sentinel's duties are as follows:

- a) Maintain a guestbook for monthly meeting attendance records
- b) Call official meetings to order
- c) Maintain security, safety, and comfort for all members and guests at Society meetings and events
- d) Enforce Society rules
- e) Door Duty/Registration at Society events

23. The Recruiter 1 duties are as follows:

- a) To encourage and recruit new members, potential members, and supporters to attend meetings, join the Society, retain membership, and get involved with Society activities
- b) Coordinate at least one official Society recruitment event annually in Madison, Henry, or Hancock counties

24. The Recruiter 2 duties are as follows:

- a) To encourage and recruit new members, potential members, and supporters to attend meetings, join the Society, retain membership, and get involved with Society activities
- b) Coordinate at least one official Society recruitment event annually in Madison, Henry, or Hancock counties

25. Member Code of Conduct:

TCBMS members must be aware and considerate of the fact that they are representatives for the charity, the club, and for the facial hair community at large. As such, members must refrain from publicly engaging in any behavior that could be detrimental to any of the above. All members are expected to conduct themselves civilly and to represent all aspects of TCBMS in the best possible manner at all charity and/or club functions. Furthermore, members are to present themselves with a constructive and positive attitude towards others.

Any member who engages in disrespectful or unbecoming behavior will be sanctioned for discipline by the board. Examples of this include, but are not limited to:

- a) Engaging in abusive, threatening, or discriminatory language/actions
  - b) Engaging in a pattern of divisive or abusive behavior towards other members of the club
  - c) Engaging in a pattern of disruptive or non-productive behavior during club meetings/events
  - d) Intentionally or unintentionally harming the image of the club through actions, speech, or reputation
  - e) If volunteering as a representative of TCBMS at an event where alcohol is served, all members must maintain reasonable sobriety during the course of the event (use common sense!)
  - f) Spreading rumors or gossip about other clubs or individuals within the facial hair community
- When a first incident of a violation of this code of conduct is reported, after speaking with all parties concerned, a written/verbal reprimand will be issued by club officers. Damaging and disrespectful behavior will not be tolerated.
- g) Any Member, regardless of level, has the authority to remind other Members of the Code of Conduct and should promptly notify an officer of the Society if any Member is in violation.

**\*\*Members who persist in engaging in these behaviors and disregarding the above code of conduct may be asked to leave TCBMS. No refunds of membership dues will be given. If a member has voting rights and is asked to leave TCBMS, the member will lose their vote.**

26. Any Standard or Support member can be removed from membership at normal proceedings by majority vote.
27. When conducting Society business, official meetings will proceed using a casual parliamentary style procedure.
28. Any Standard member who has paid the annual dues and is in good standing with the Society may bring a motion to the table during regular proceedings to be discussed then seconded, then a vote from members taken with majority passing.
29. Any additional changes to the bylaws must be voted on by the officers and founding board members and the vote must be unanimous. Amendments to be noted at the bottom of the document.
30. Any member of the Society, or member of the public, will have access to inspect the Society's financial records and reports upon request, or those inquiring may visit our website, [www.tricountybms.weebly.com](http://www.tricountybms.weebly.com), to find all meeting minutes which include monthly treasurer reports.
31. This Society will not discriminate membership based on political affiliation, familial status, disability, income level, employment status, gender, race, national origin, religion, sexual orientation, or organizational affiliation.
32. Any member may be barred from membership and/or Society activities by a unanimous vote of the standard and founding board members.

\*\*\*Amended 01/01/2018 to allow women to be Standard Members.

\*\*\*Amended 05/17/18 to add Code of Conduct.

\*\*\*\*Amendments made and immediately implemented 1/1/2024. Copy of changes made stored with prior copies of the Bylaws