

**Constitution and Bylaws
of
The Sportsters of Jamil Shrine Center**

Resolved: That we, The Sportsters of Jamil Shrine Center, pledge our fullest easure of service with economy of operation and seeking to unite fraternal fellowship, and general promotion of masonry, and the ethical conduct of our members. Believing that coordinated effort, the following Constitution and Bylaws are hereby adopted:

Article 1. Name

Section 1: The organization shall be known as 'The Sportsters of Jamil Shrine Center'.

Section 2: The Sportsters unit shall consist of no more than 30 active members.

Article 2. Organization

Section 1: This shall be a non-profit organization. In the event the Sportsters unit is disbanded, all unit properties sold and all money in the treasury after payment of all just debts shall be turned over to the Shriners Hospital for the Crippled Children through the Jamil Shrine Center.

Article 3. Drill Meetings

Section 1: Drill meetings shall be called by the Drill Leader.

Article 4. Officers

Section 1: The following officers shall be elected at a called meeting in December: Director, Assistant Director, Quartermaster, Secretary, Treasurer and one at large Executive Committee. All elected officers will take office on January 1st.

Section 2: Drill leader shall be elected by riders and Assistant Drill Leader appointed by Drill Leader.

Article 5. Officers and Duties.

Section 1: Director: He shall be the Director of the Sportsters. He may decentralize his program as he may see fit to appoint all committees he deems necessary to cause a better function of the unit. He shall supervise the work of the unit and enforce its Constitution and Bylaws. He may change or call any meeting deemed necessary.

Section 2: Assistant Director: He shall be the Assistant Director of the Director in such executive duties as he may delegate.

Sportster Constitution - Continued

- Section 3: Drill Leader:
1. He shall undertake the responsibility of instructing and drilling all riders.
 2. He shall call special drill meeting for the purpose of instructions and practice drills. No other business shall be conducted at these meetings.
 3. He shall be accountable to the Director, keep the Director informed of any called drill meetings and of the progress of the drill team.
- Section 4: Quartermaster:
1. He shall maintain at all times a record of all equipment issued to each member.
 2. He shall be responsible and accountable for all physical surplus property of the unit.
- Section 5: Treasurer:
1. To coordinate his office with that of the Secretary.
 2. To have custody of the operating funds, they shall be deposited in a proper savings institution as directed by the unit. Withdrawal of such funds shall require a vote of the unit and must be countersigned by the Director.
 3. He shall submit a treasurers' report as directed by the Director and an annual report in writing at the February meeting.
 4. He shall, with the aid of the Secretary, invoice all members for their dues and other charges.
 5. He shall issue checks to cover all proper obligations of the unit.
 6. He shall be prepared to give an oral report at each business meeting.
- Section 6: Secretary:
1. He shall take minutes of each business meeting and make a suitable report for the record.
 2. He shall maintain a current roll of membership and see that the Sportsters list of membership is kept up to date; he shall also see that the official mailing of the unit is kept up to date.
 3. He shall conduct all necessary correspondence of the unit including making necessary Jamil Shrine Center.
 4. He shall be responsible for the procurement and distribution of all unit stationary to officers of the unit.
 5. He shall server as chairman of the Attendance Committee.
 6. He will notify the Attendance Committee of any member in error regarding attendance on a monthly basis.
- Section 7: Executive Committee: They shall consist of the elected officers plus the immediate past director and one elected member. This member is to be elected at the annual election. It is their responsibility to enforce the Constitution and Bylaws of the unit.

Article 6, Election of Officers

All officers are to be nominated for the floor. The newly elected officers will take office January 1st.

Article 7, Commitees

There shall be five standing committees appointed by the Director:

Sportster Constitution - Continued

1. Attendance Committee: To be responsible for disciplining members in error of attendance as outlined in the Bylaws, *Article 3, Attendance*.
2. Constitution and Bylaws Committee:
 - a). To review the Constitution and Bylaws of the unit at the beginning of each calendar year.
 - b). To receive any written proposed changes from members and submit to the unit for proper action.
- 3). Entertainment Committee: To provide for entertainment activities for the unit.
- 4). Ways and Means Committee:
 - a). To study and advise on ways to raise funds for the unit.
 - b). All proposals should be submitted in writing to the Ways and Means Committee for consideration.
- 5). Health and Happiness Committee:
 - a). They shall make memorials to the Shriners Hospital in the amount of \$25.00 in case of the death of any member, member's wife, children, mother, father, or parent-in-law.
 - b). A memorial of \$25.00 will be sent to the Shriners Hospital in case of death of any honorary or associate member or his wife.
 - c). All memorials are to be paid from the unit funds.
 - d). Cards will be sent in case of sickness.
 - e). All members are urged to keep this committee informed of any sickness or death.

Article 8. Fees and Dues

The fiscal year shall begin January 1st of each year. Dues shall be \$10 per year payable prior to March 1st. Initiation fees from new members shall be \$25.00. Initiation fee must accompany his petition. Initiation fee will be returned if petition is rejected. New members will acquire all necessary equipment and uniforms.

Article 9. Quorum

A majority of the active Sportsters membership shall constitute a quorum. A quorum may transact any business by a majority vote. There shall be no proxy votes.

Article 10. Expenditures

A quorum must approved payments of all expenditures of the Sportsters. Such expenditures must be paid by check, signed by the Treasurer and countersigned by the Director. All funds raised must be donated to the Shrine Center. for operations or to the Shrine Hospital.

Sportster Constitution - Continued

Article 11. Annual Election

The date and place of the annual meeting of the Sportsters shall be sent in writing by the Secretary to each member at his last known address at least five (5) days in advance. The Director may appoint a chairman to preside at this meeting. This meeting shall be carried out in a parliamentary manner. Nature of business of annual meeting:

1. Report of all officers of year ending.
2. Election of officers.

No business other than the above may be on the docket of the annual election.

Article 12. Amendments

Section 1: Proposed amendments to the Constitution and Bylaws must be submitted writing to the Constitution and Bylaws Committee. After consideration by the Constitution and Bylaws Committee, if the Committee approves an amendment, then it will be presented to the unit for their vote. If the Committee disapproves an amendment, then the amendment will not be brought to the unit. Once an amendment is brought to the unit for approval, it will be brought as a motion and will not need a second, discussion and will require a 2/3 vote. The amendment shall be read at a regular business meeting and voted upon at the following regular business meeting.

Section 2: These Bylaws may be amended only by the affirmation vote of two-thirds(2/3) of the members present.

Sportster ByLaws

Article 1. Business Meetings

- Section 1: Unit business meetings shall be held on the 2nd Tuesday of each month at 7pm.
- Section 2: A notice of any special meeting shall be mailed to each member at his last known address and deposited by the Secretary in the Post Office at least 48 hours prior to the date of said meeting, or personal contact shall be made. Notice of any special meeting shall specify the time and place of the meeting.
- Section 3: The Director may preside at this meeting or at his will and pleasure appoint a chairman.
- Section 4: There shall be no tabling of motions before discussion; motions shall be read by the maker, and he shall have ample time to explain the motive of the motion.

Article 2. Delinquent Dues and Accounts

Dues are due on or before March 1st become delinquent. Members will be notified in writing within 15 days after delinquent date by the Secretary. If account is not paid by April 1st, member is automatically dropped from the rolls and must remain suspended until the next business meeting before being reinstated by a majority vote in his favor. All dues to the Blue Lodge and Jamil Shrine Center have to be paid before until dues can be paid.

Article 3. Attendance

- Section 1: Any member not being able to participate in a meeting or unit function must notify the Attendance Committee within 24 hours before or after the date or otherwise be marked absent - **UNEXCUSED!**
- Section 2: Any member being absent from three (3) meetings or unit functions in succession without being excused after being notified shall be required to show cause, if there be any, or be suspended from the unit for a period of 30 days.
- Section 3: The only excused absence from any meeting or unit function is your usual vocation, related Masonic functions, sickness, death, military obligations, or after showing just cause to the Executive Committee.
- Section 4: Any member missing 50% of meetings or unit functions for a calendar year cannot be eligible to hold office in any capacity for the following year, excused or unexcused.

Article 4, Unit Meetings and Public Appearance

- Section 1: Roll call by Secretary or Director.
- Section 2: No member shall drink intoxicating beverages during public appearances. Any member being highly intoxicated or incapacitated at drill meetings or public appearances shall be prohibited from participating by the Director or senior officer present.

Sportster ByLaws - Continued

Section 3: Each active member shall be required to have a complete authorized uniform.

Section 4: Uniform for unit functions shall be specified by the Director.

Section 5: All riders must be active members of the Sportsters.

Article 5. Conduct of Membership.

In case of an infraction of the Constitution and/or Bylaws of the Sportsters or of any conduct on the part of member within or without the unit, which, in the opinion of a majority of the unit, may tend to endanger the good order, character, or welfare of the Sportsters or to render such member unfit or undesirables as a member thereof, they may, after appearing before the Executive Committee, by vote of two-thirds of a majority of the said Sportsters expel the said offending member of the unit.

Article 6. Suspension Notices

Any member who may become liable to suspension for any reason shall be given notice of such a suspension as follows:

Suspension notice to be mailed by the Secretary of the Sportsters to the last know address stating the date of the alleged infraction of the rules, or cause rendering said member liable to suspension or other punishment. Said notice shall be by registered mail, after 48 hours of suspension.

During any suspension, the member must come before the Executive Committee. A failure to appear will be deemed a waiver of rights hereunder, except in the discretion of the Executive Committee when it shall appear that a member is unavoidably prevented from being present. Then, such member may be given a further opportunity to be heard.

Article 7, Membership Candidate Applications

Section 1: Any person desiring to become a member of the Sportsters must be in good standing with his Masonic Lodge and Jamil Shrine Center and be proposed by two(2) members of the Sportsters.

Section 2: It shall be the duty of the members proposing the applicant to see that said applicant has read and agreed to abide by the Constitution and Bylaws of the Sportsters.

Section 3: His application will be accepted and read at any regular business meeting. Balloting will be held on the applicant at the next scheduled business meeting. A majority will elect or reject a candidate by secret paper ballot.

Section 4: All applicants will be investigated by three(3) members of the Sportsters appointed by the Director and notified by the Secretary. Names of the investigating committee are to be kept secret. All reports of the investigating committee must be favorable. All reports are to be hand carried to the Secretary, unsigned, before the next business meeting.

Sportster ByLaws - Continued

Section 5: Non member shall be an active member of another active unit excluding Past Masters, Past Potentates and Ritualistic Divan.

Article 8, Inactive Status

Any member may be placed on inactive status, not exceeding one(1) year, by submitting in writing to the Sportsters his wish and reason, If the reason warrants and is accepted by a majority vote of a quorum, the member shall be placed on inactive status not in excess of one(1) year. The member must reapply for active status within one(1) month after the year of leave or be dropped from the unit. Physical ailments and disabilities are automatic excuses for inactive status indefinitely. The Director may grant this inactive status after due proff thereof without members' application and acceptance of the majority of the quorum. Upon release from the doctor, the member must return to active status. No member shall be excused for more the one(1) year in a five (5) year period. Dues will be waived during physical ailments and disability leave.

Article 9, Fez

Section 1: Any member of the Sportsters placed on inactive status will be allowed to wear Sportsters Fez.

Section 2: Any member resigning from the Sportsters after serving honorably for ten(10) active years will be allowed to wear the Sportsters Fez.

Section 3: Unit shall buy the Director a Fez.

Article 10, Executive Commitee

Section 1: The Executive Committee shall consist of the Director, Assistant Director, Quartermaster, Secretary, treasurer, one elected member, and the immediate Past Director.

Section 2: The Executive Committee shall handle all disciplinary actions themselves or turn them over to the unit or Potentate.