

**CONSTITUTION
BOEING EMPLOYEES BICYCLE CLUB**

PREAMBLE:

We, a group interested in bicycling, do organize the Boeing Employees Bicycle Club in a spirit of friendliness and good fellowship to share the pleasures and physical benefits of bicycling. In order that the club may function smoothly as a group for the benefit of all, the following constitution and by-laws are herewith established.

CONSTITUTION

ARTICLE I

Name

Section 1. We shall be known as the Boeing Employees Bicycle Club, hereinafter referred to as the BEBC.

ARTICLE II

Membership

Section 1. Membership shall be open to the following without regard to race, creed, color, sex, age, national origin, status as a disabled or Vietnam era veteran, or presence of a disability:

- a. All Boeing employees and retirees.
- b. Spouses and eligible dependent children, as defined by the IRS, and domestic partners, as defined by the Boeing Company, of Boeing employees and retirees.
- c. Government, customer, vendor, and contract personnel assigned full time to support the Company, their spouse and dependents.
- d. Other non-Boeing individuals proposed for participation by the BEBC and who have approval by Recreation.
- e. Certain limitations may be imposed by the Company on participation for other than Company employees based on available staff, facilities, and budgets.

ARTICLE III

Officers & Duties

Section 1. The officers of the BEBC shall consist of a president, vice-president, secretary, and treasurer. Officers shall be BEBC members in good standing who are Boeing employees or Boeing retired employees. The Treasurer of the club Executive Board must be an active Boeing employee. Eligible candidates for President, Vice President and Secretary of the Executive Board may be an employee or a retiree of the Boeing Company.

Section 2. Only one member of a family, an active employee or retiree of the Boeing Company, at a time is eligible to hold the office of President, Vice President, Secretary or Treasurer.

Section 3. The term of office shall be one year. No member is eligible to hold more than one elective office at a time, or to be elected to the same office more than two consecutive terms.

- Section 4. All offices of the BEBC shall be filled at all times. Vacancies of offices shall be filled by executive board appointment, or by special election at any business meeting. Appointments are limited to 60 days, following which the office must be filled by election.
- Section 5. No officer shall receive any salary or wages by reason of his/her office.
- Section 6. The president shall:
- a. Preside at all business meetings.
 - b. Be chairperson of the executive board.
 - c. Call special business meetings, appoint committees to perform BEBC functions, and fill pro tem vacancies.
 - d. Perform such other duties as his office may require.
 - e. Attend, or appoint a delegate to all meetings of the Boeing Employees Recreation Council (BERC).
- Section 7. The vice-president shall:
- a. Perform the duties of the president in his/her absence.
 - b. Be responsible for the program & arrangements at the general membership meetings.
- Section 8. The secretary shall:
- a. Keep minutes of all business meetings.
 - b. Keep minutes of the executive board meetings.
- Section 9. The treasurer shall:
- a. Keep an accurate account of all financial transactions of the organization, and make public monthly reports, oral or written, at the pleasure of the BEBC.
 - b. Be responsible for all funds of the BEBC, receive and disburse all moneys, subject to the will of the executive board.
 - c. Disperse funds by check only. Checks shall be signed by the treasurer and countersigned by the president or any other BEBC officer.
 - d. Submit a financial report to Recreation as required. All financial records shall meet specifications set by Recreation.
 - e. Send a copy of the monthly bank statement to the president for review.
- Section 10. The Boeing Company shall provide a Recreation Advisor who shall serve as an ex-officio member of the Executive Board

ARTICLE IV
Committee & Boards

Section 1. Executive Board

- a. The executive board shall consist of the president, vice-president, secretary, treasurer, immediate past-president, and standing committee chairpersons. A quorum shall consist of three of the officers and one committee chairperson.
- b. Date and time of executive board meetings shall be set by the president.
- c. Executive board action may be overruled by a simple majority vote at any regular or special meeting.

Section 2. Standing Committees

The BEBC shall have the following standing committees: Equipment, Mileage, Newsletter, Web, Ride, Commuter, and Roster.

Section 3. Special Committees

Special committees may be established at the discretion of the president. Examples are: Discount Books, History, League of American Wheelman, Legislative affairs, Membership, Nominating, Publicity, Sunshine, and T-Shirts.

ARTICLE V
By-Laws

Section 1. The internal operation of the BEBC shall be set forth by the BEBC By-Laws.

ARTICLE VI
Robert's Rules of Order

Section 1. All official business shall be conducted in accordance with Robert's Rules of Order.

ARTICLE VII
Amendments

This constitution may be amended by a 5 step process consisting of: 1) Submitting a petition of amendment. 2) Validating the petition. 3) Reviewing the proposed amendment for conflict or ambiguity with any other parts of the Constitution. 4) Reading and debating the proposed amendment at the next general meeting. 5) Voting by mail ballot with a two-thirds majority of the returned ballots required for passage.

Section 1. Amendments to this Constitution may be proposed by any BEBC adult member by submitting to the secretary a petition endorsed by 10 other members containing the proposed amendment.

Section 2. The secretary shall validate the petition by:

- a. Signing and dating each page.
- b. Verifying that the signatures of endorsement are of BEBC members.
- c. Submitting a copy of the petition to Recreation for approval. The secretary shall notify the president when submitting petitions to Recreation.

- Section 3. The president shall appoint a review committee consisting of a BEBC officer as chairperson, and two other BEBC members. The review committee will ensure that the amendment does not conflict or cause ambiguity with any other part of the constitution, and return the petition, with their findings, to the secretary.
- Section 4. The secretary shall submit petitions approved by the review committee to the next regular business meeting for reading, discussion, and debate.
- Section 5. The secretary shall mail a copy of the petition and a ballot to each adult member. Ballots shall be returned to the secretary. The review committee shall count the returned ballots and announce the result. A majority of two-thirds of the returned ballots shall constitute acceptance of the amendment.
- Section 6. The following schedule shall be followed to ensure timely disposition of amendment petitions:
- a. Petitions shall be validated within 5 days of their receipt.
 - b. A review committee shall be appointed within 10 days following submitting the petition to Recreation.
 - c. The review committee shall complete the amendment review within 15 days of either: (1) its approval by Recreation, or (2) the committee formation, whichever is applicable.
 - d. The proposed amendment shall be read and discussed at the first regular business meeting following committee review.
 - e. The amendment and ballot shall be mailed at least 10 days prior to the next general business meeting (second following committee review), at which time the ballots shall be counted.
- Section 7. Petitions not approved.
- a. Petitions disapproved by Recreation shall be returned to the petitioner with Recreation comments.
 - b. Petitions not approved by the review committee shall be returned to the petitioner with the review committee findings.

Signed:

Recreation Supervisor
The Boeing Company
Date:

President
BOEING EMPLOYEES BICYCLE CLUB
Dated at Seattle, Washington
Date: