

**Bylaws of the Dover Club
Revised 4/2012**

**ARTICLE 1
BOARD OF DIRECTORS**

The governing body of the Dover Club is the Board of Directors. The Board shall consist of all current officers and the immediate past President.

**ARTICLE II
OFFICERS**

A nominating committee, which shall consist of the current President, the immediate past President and one member who is not then on the Board, shall nominate the persons to serve as the Officers of the Club and shall present their slate to the members. Nominations may also be received from the floor at the time of election. Elections shall be held each year at the first meeting in December.

The Officers of the Club and their general duties are as follows:

President:	Presides at meetings, forms committees as Pres. deems required, and coordinates activities of committees and officers
Secretary:	Maintains Club records, records minutes of board meetings, duties as assigned by Pres.
Treasurer:	Maintains financial records and membership roster, collects dues, pays bills
VP-Membership:	Promotes membership, follows through with possible recruits
VP-Attendance:	Maintains attendance records, makes reservation with Houstonian, collects payments for guests
VP-Programs:	Plans and coordinates speaker programs, sees that website has proper announcement
VP-Social:	Plans and promotes social functions
VP-Communications:	Maintains the website and communicates with members as required
Past President:	Duties as assigned by President

**ARTICLE III
MEETINGS**

Meetings are held each Friday from 7:00 am to 8:30 am at the Houstonian Hotel, unless otherwise directed by the Board.

The Board of Directors shall meet when called by the President. Two-thirds (2/3) of the Board shall constitute a quorum, and a majority vote of a quorum is required for the Board to make a decision.

**ARTICLE IV
MEMBERS**

The purpose of the Club is to provide an alliance of entrepreneurs, professionals and business owners who have good character and good reputation and are committed to the highest values. Only one member may represent a particular business or profession, as defined by the Board. Annual dues shall be set by the Board and shall be paid on or before December 31.

**ARTICLE V
ADMISSION OF NEW MEMBERS**

Any member may propose membership for a prospective member in accordance with Article IV. Guests who are bona fide prospective members and other visitors are welcome. The member bringing the guest shall be responsible for paying for the breakfast.

Each candidate must submit a membership application and resume to the Board. The candidate must attend two breakfasts as a guest and meet with at least two Board members before the application is considered. A candidate must have an existing member sponsor his membership application. The Board will consider the membership application at the next following Board meeting.

**ARTICLE VI
ABSENCES**

The VP-Attendance shall advise the Club of the date when notice is due of a member's inability to attend a meeting. Unless a member notifies the VP-Attendance by such date of the member's inability to attend a meeting, the member must pay a \$25 penalty, due at his next attendance.

**ARTICLE VII
AMENDMENTS**

These Bylaws may be amended at any meeting by the vote of three-fourths of those attending that meeting. Any member may propose an amendment.