

Pirates of the Prairie Kansas City Area Parrot Head Club By-Laws
Adopted on March 1, 2004

ARTICLE I. NAME AND MISSION STATEMENT

Section I. NAME—This organization shall be known as Pirates of the Prairie, Kansas City Area Parrot Head Club (KCPHC) and shall sometimes be referred to hereinafter as “the Club.”

Section II. MISSION STATEMENT—Pirates of the Prairie, Kansas City Area Parrot Head Club was created to promote friendships and organize social activities for people with similar interests, including enjoyment of the tropical spirit of Jimmy Buffett’s music. In the process of making new friends and having fun, we believe in leaving something positive behind. We are a fraternal organization which provides a variety of volunteer efforts in the local, regional and national community for social and environmental causes. Our club is open to anyone with the tropical spirit and desire to contribute to the betterment of our community.

ARTICLE II. MEMBERSHIP & DUES

Section I. QUALIFICATIONS—Club membership shall be open to all persons with an interest in the music of Jimmy Buffett and the island lifestyle he personifies.

Section II. APPLYING FOR MEMBERSHIP—An application for membership must be completed by the interested applicant and signed by applicant prior to submission to the treasurer.

Section III. TYPES AND CLASSIFICATIONS OF MEMBERSHIP

A. Club memberships shall be divided into two categories: Single and Household.

Section IV. DEFINITIONS

- a. Single Membership: A Single membership is an individual 18 years of age and over.
- b. Household Membership: Two (2) Persons 18 years of age and over residing at the same address.
- c. Parakeets (children under age 18) are automatically members under either of the above categories (single or household).

Section V. MEMBER IN GOOD STANDING

- A. A member in good standing shall:
1. Pay dues set forth by the Board of Directors.
 2. Follow club by-laws as contained herein.
 3. Have an interest in Jimmy Buffett’s music
 4. Have an interest in community service and environmental concerns.
 5. Have a commitment toward achieving the goals of the organization.
 6. Earn Parrot Points as set forth in ARTICLE IX.

Section VI. ANNUAL DUES—Membership fees are based on a standard calendar year from January 1st to December 31st of each year.

- a. Renewal membership fees are due by January 31st of each membership year.
- b. Membership renewal notices will be sent via e-mail or postal mail in November with a reminder note in the last e-mail and/or newsletter for the year.
- c. Dues are \$15 for Single, \$24 for Household. Dues will be reduced by 50% if enrollment is received after September 1st of each calendar year.
- d. Refunds will not be issued regardless of the reason of the termination of membership.

ARTICLE III. MEETINGS

Section I. SOCIAL MEETINGS—The club will have at least one social event a month. The socials will be held the 2nd Saturday of the month, unless rescheduled by the Board of Directors. Social Meetings may include a charity fund raising event.

Section II. BUSINESS MEETINGS—The club will have at least one business meeting every quarter. These meetings will be conducted by the Club President. In absence of the President, the Vice-President shall conduct the meeting. Any member may attend the business meeting. All club decisions at the business meeting will be by a simple majority vote of those present. There must be 2/3 of the Board of Directors present to hold any vote. Minutes will be taken at all meetings and reported no later than the next business meeting. A Treasurer's report will be provided by the Club Treasurer at each business meeting.

Section III. BOARD OF DIRECTORS MEETINGS—The Board will meet on an as need basis, at least semi-annually. Minutes from Board of Directors Meetings will be made available to all members upon request and reported at the next business meeting.

ARTICLE IV. BOARD OF DIRECTORS AND ELECTIONS

Section I. ELECTIONS: The club will elect the following officers for a two-year term under the conditions listed below; President, Vice President, Secretary, Treasurer. Three Members-At-Large will be elected for one-year terms each year.

Section II. ELECTION NOTICE: An election notice will be sent to all members in October via e-mail and/or newsletter. This notice will include the offices to be elected and the manner in which the election will be conducted. Nominations for each office will be accepted until November 1st. Nominations for each office will be accepted from any member. Self-nominations will be allowed.

Section III. ELECTION CHAIRPERSON: An Election Chairperson will be appointed by the President and will be responsible for accepting nominations, conducting the election and reporting results to the Board of Directors prior to December 1st of each calendar year.

Section IV. BOARD OF DIRECTORS: The Board of Directors will consist of the President, Vice-President, Secretary, Treasurer, Three Members-At-Large and Advisor. The Board of Directors will be responsible for insuring all club activities are conducted within the guidelines of Parrot Heads in Paradise, Inc. (hereinafter referred to as PHIP) as established in the PHIP by-laws and the club Statement of Purpose. The PHIP by-laws are available to any member by requesting a copy from the Secretary. The board will be empowered to make decisions between business meetings to insure these goals are met. All decisions will be conducted by consensus with each board member having one vote. All board decisions will be reported at the next business meeting. The Board of Directors will act on recommendations from the general membership meetings and forward projects and concepts to the general membership meetings for approval and enactment. Each Board of Director member will work with incoming officers, passing on all materials, books, notes and records in good condition from the present and prior years to insure smooth transition of leadership. All materials must be delivered to incoming officers by January 31st following the election.

ARTICLE VII. RESPONSIBILITIES OF ELECTED OFFICERS

Section I. President

- a. The President shall be executive officer of the club and preside at all social meetings, special meetings and business meetings.

- b. Work with Committee Chairpersons and the Vice President in order to help insure all assigned tasks are completed in a timely manner.
- c. Have the power to call Special Meetings of the Club and Board of Directors,
- d. Appoint, subject to approval of the Board of Directors, members to Committees, including vacancies of officers in the Board of Directors.
- e. Have charge of other matters as may be placed in his or her charge by the Board of Directors or membership.
- f. Serve as a liaison with PHIP, including compiling annual reports, semi-annual charity reports and all ticket/concert requests.
- g. Work to resolve complaints and issues within the club and PHIP.

Section II. Vice President

- a. The Vice President shall have the powers and duties of the President in absence of the President.
- b. Serve as Liaison with other Parrot Head clubs and Club committees.
- c. Maintain organization points for the concert ticket distribution system.
- d. Work with matters that are delegated by the President or Board of Directors.
- e. Work with Charity Committee to insure all PHIP and local charity guidelines are met.

Section III. Secretary

- a. The Secretary shall insure that minutes are recorded at all Business Meetings.
- b. Maintain attendance log and committee member rosters.
- c. Send Thank You notes to club contributors and sponsors as necessary as well as correspondence to club members in the event of illness, death, etc...
- d. Other duties as designated by the President or Board of Directors.

Section IV. Treasurer

- a. The treasurer shall record and track all financial functions and transactions.
- b. Balance account, issue checks for all expenditures and charity donations, based on receipts supplied.
- c. Keep current membership roster in order, including accepting membership applications and updating roster as needed.
- d. Maintain inventory of club items, including but not limited to t-shirts, and make items available for purchase to club members.
- e. Other duties as designated by the President or Board of Directors.

Section V. Members-At Large

- a. Members-At Large shall be responsible for actively recruiting new members.
- b. Be available as a liaison between the Board of Directors and all club members.
- c. Assist the President and Board of Directors in organizing special events organized by the Board of Directors.
- d. Other duties as designated by the President or Board of Directors.

Section VI. Advisor

- a. The Advisor (immediate past president) may attend Board of Directors meetings as a non-voting member.
- b. Offer advice as requested by current Board of Directors.
- c. Act as an agent of the club for any specific matter only when requested by the President.
- d. Other duties as designated by the President or Board of Directors.

ARTICLE VIII. COMMITTEES

Section I. The following standing committees are to be established in order to maximize involvement and participation of the Club members: Membership Committee, Special Events Committee, Charity Committee, Publication Committee, Parade Float Committee, Public Relations Committee, Auction Committee. The Board of Directors and/or general membership to handle specific projects may establish other special committees.

Section II. Committee Roles: The purpose of all committees is to ensure that day-to-day functions and special events are completed in a timely manner and to encourage Club participation. Committees, working with a Chairperson, are given the detailed responsibility of specific events and activities. The committees are expected to work closely with the Board of Directors on all projects and events. They are required to keep the President and Board of Directors informed of all plans and progress. Each committee chairperson must submit a report at each business meeting.

Section III. Committee Definitions

- a. Special Events Committee shall examine all proposals related to proposed special events, recommend a schedule of activities to the Board and general membership and carry out the planning of all special events.
- b. Membership Committee shall assist the Board with directing membership activities; ensure there is an active recruiting program for new members and renewals within the club. Distribute membership packet, name badge, welcome letter and copies of the club by-laws and newsletter. Also work with Treasurer to ensure member roster is accurate and renewals are sent in a timely fashion.
- c. Charity Committee shall explore and recommend to the general membership worthy service projects to pursue and worthy service organizations to support in conjunction with the purpose and mission of PHIP and the Club. The Charity Committee shall also direct the planning and participation of the Club in charity events and projects as approved by the Board.
- d. Publications Committee shall oversee the newsletter, membership directories, cookbook and website publications.
- e. Public Relations Committee shall work with local media to establish and maintain positive relations and publicity for the club, including working with local newspapers, radio announcements and other media outlets to increase publicity of club events. Contact organizations and offer advertising in Club newsletter or on Club website to secure discounts for club members. Final authorization is subject to approval by the Board.
- f. Parade Float Committee shall explore parade participation possibilities and design and coordinate building of floats for regional parades.
- g. Auction Committee shall work with Charity and Special Events Committees to coordinate annual charity auction.

ARTICLE IX. PARROT POINTS AND TICKET DISTRIBUTION

Section I. Parrot Points will be awarded to all members for club participation at events including but not limited to socials, committee participation, volunteer events, fundraising events as follows: Charity event-1 point, social event-1 point, committee meeting-1 point, fundraising event-1 point, volunteer event-1 point. The Board of Directors will determine points for additional events. All events have a value of 1 point.

Section II. Parrot Points will be used to determine eligibility for concert ticket distribution. The calendar year prior to the concert season will be used to determine concert ticket eligibility. The most active members will be given first choice on purchasing tickets through the club. Ties may be broken by lottery. Ticket purchases will be made available to those with the highest point credits. Dependent on the number of

points possible to accumulate and number of tickets available to our club, 2 tickets each year may be purchased by each membership. Family or household memberships (2 adults with 'keets under 18) are eligible for two (2) tickets. Tickets for additional family members may be acquired upon ticket availability and approval of the club's president. Single memberships are eligible for two (2) tickets, so long as the 2nd ticket is used by a member in good standing of a Parrot Head club.

Section III. Tickets, when made available to the club, are a privilege not a right. They are made available to the most active club members as a reward for their volunteerism throughout the year. Tickets must be used by a club member and may not be re-sold.

ARTICLE X. EXPENDITURES

Section I. Club members wishing to be reimbursed for Club related activities including but not limited to, construction materials for parade floats, necessary supplies for club events, newsletter expenses, prior to spending funds shall:

- h. Obtain approval in writing from any Board of Directors member for expenditures not to exceed \$50 (Fifty Dollars).
- i. Obtain approval in writing from the Board of Directors for expenditures from \$50.01 to \$99.99. (Fifty Dollars and One Cent to Ninety-Nine Dollars and Ninety-Nine Cents).
- j. Obtain approval in writing from the Board of Directors for expenditures of \$100.00 (One Hundred Dollars) or more and in addition, expenditures of \$100.00 (One Hundred Dollars) or more shall not be approved by the board of directors without first obtaining a vote of approval from the membership.

Section II. To obtain reimbursement, the member shall submit the written approval along with the receipts to the Treasurer.

Section III. Club members who anticipate incurring expenses for club related activities should, after obtaining Board approval, seek to have the company invoice the club directly for the amount due. If this is not possible, then submits the receipts to the Treasurer as indicated in Section II of Article X.

ARTICLE XI. ALTRUISM

Section I. Events and activities sponsored by the Club will have a portion of the proceeds raised donated to a designated charity, determined prior to the event. The club will donate time and/or money to at least one local charity each year and/or be involved in one environmental cause each year. The Charity Committee has the responsibility to make recommendations to the general membership as to which charities to support. Individuals may also recommend charities and should do so through the Charity Committee. Designated charities shall be decided upon by Club members at business meetings.

ARTICLE XII. REMOVAL OF MEMBERSHIP

Section I. Any member of the Board of Directors may be removed from office for just cause, including but not limited to, malfeasance, nonfeasance, misfeasance, gross negligence in office, omissions in office determined by the Board of Directors to be a detriment to the Club.

Section II. Board of Directors members missing three consecutive, planned meetings may be removed.

Section III. A written motion for removal will be brought before the entire Board by any member of the Board of Directors who shall distribute the motion to the remaining board members for consideration.

Section IV. This motion will be voted upon within 7 working days of receipt by the board members unless written dispute or clarification is requested by any board member. Such request shall be filed within 7 working days with the remaining board members who are required to respond in the same time frame. This correspondence shall continue until the matter is resolved and voted upon.

Section V. A two-thirds majority of the balance of the Board of Directors is necessary to conduct business.

Section VI. Any member may be removed from membership for just cause including but not limited to, illegal drugs, illegal substances, unlawful possession of firearms or misconduct at Club functions or misrepresentation of the Club outside of Club activities. Any member may be expelled from the Club after written charges have been presented by a member or members to the Board of Directors. Written notice containing the charges and date of the hearing must be mailed to the charged member at least fourteen days prior to the date of the Board of Directors meeting at which time these charges will be considered. The charged member shall have the right to attend and answer the charges, or file an answer or otherwise explain in writing to the President prior to the meeting. Any member who is removed from membership shall not receive a refund of any dues.

ARTICLE XIII. MISCELLANEOUS

Section I. All materials, including t-shirts, promotional items, raffle donations, auction donations and gifts, material or financial, acquired by any member in the name of the club for the express purpose of club use must be presented to the Board of Directors. Items may not be used for personal use. The Board of Directors will vote for disposition of all items acquired for the Club.

ARTICLE XIV. WAIVER OF LIABILITY

Section I. The Club neither approves of nor assumes responsibility for actions by members which may result in injury to persons or damage to property. The Club is not responsible for loss of or damage to personal property at any club event or any personal injury.

Section II. No club member, officer or entity of the Club is authorized to contact HK Management or Margaritaville, Inc., its successors and/or assigns, regarding promotional materials provided by said organizations to the Club or any other matter pertaining thereto. All contacts to aforementioned entities must be through PHIP.

Section III. The club will not purchase or provide alcohol for any club event. Members are responsible for their own actions and asked to drink responsibly.

ARTICLE XV. AMENDMENT AND ADOPTION OF BY-LAWS

Section I. Once adopted, the By-Laws can be changed in the following manner.

- k. The changes and/or additions must be presented to the Board of Directors for approval.
- l. Once approved by the Board of Directors, changes and/or additions will be presented to the club members for acceptance or rejection. All changes and/or additions will be presented to the club for a review period of 30 days prior to a vote of the general membership. A simple majority vote will be taken at the business meeting immediately following the 30-day review period.

These By-Laws were approved and adopted by Pirates of the Prairie Kansas City Area Parrot Head Club on March 1, 2004