

## **CONSTITUTION OF THE ERC DUPLICATE BRIDGE CLUB**

### **ARTICLE I – NAME**

This organization will be known as the ERC Duplicate Bridge Club, hereinafter, referred to as the "Club"

### **ARTICLE II – PURPOSE**

The purpose for which the Club is organized is to provide pleasure, encourage friendship and promote and advance duplicate bridge among Eastman personnel, their families, and guests.

### **ARTICLE III - OFFICERS**

Officers shall consist of a President, Vice-President, and Secretary/Treasurer. A Recreation Advisor will be appointed by the management of ERC. The Executive Committee will consist of the elected officers and the immediate past President.

### **ARTICLE IV – MEMBERSHIP**

Section 1 – Club membership shall be limited to employees of Eastman Chemical Company, approved Eastman Contractors and Retirees of Eastman Chemical Company/Kodak and Holston Defense Corporation.

Section 2 – Only persons as specified in Section 1 may participate as regular members however outside Guests of the Eastman Recreation Duplicate Bridge Club may participate as program affiliates.

### **ARTICLE V – MEMBERSHIP PRIVILEGES**

Any regular member or affiliate member of the Club is eligible to hold office.

See **ARTICLE IV** Section 1 and 2.

### **ARTICLE VI - DUES**

There are no dues collected from membership in the Club; however, a fee is normally collected from each participant at Bridge Club games to defray expenses of the Club.

### **ARTICLE VII - MANAGEMENT**

Section 1 – The management shall be vested in the Executive Committee as defined in Article III. The Executive members shall have control of the Club affairs with full power to act for it in all business matters. The management of ERC reserves the right to overrule the Executive Committee on any matter.

Section 2 – The Executive Committee with the Recreation Staff Representative shall hold meetings as required to make such rules and regulations for the guidance of the members of the Club as are deemed necessary and are not herein determined.

### **ARTICLE VIII - QUORUM**

Three members of the Executive Committee shall constitute a quorum for said meeting.

### **ARTICLE IX - CONTEST AND ENTERTAINMENT**

Section 1 – All activities of the Club shall be conducted under the direction of and with the permission of the Facilities Representative, Recreation.

Section 2 – The ERC Duplicate Bridge Club is sanctioned by the American Contract Bridge League, and conducts games and awards rating points in accordance with ACBL rules and regulations.

### **ARTICLE X - RESIGNATION OF OFFICERS**

Resignation of officers shall be tendered in writing to the Executive Committee.

### **ARTICLE XI - REMOVAL OF OFFICERS AND MEMBERS**

Any officer or member may be removed by a three-fourths vote of the Executive Committee excluding the person in question. The officer being removed must be notified prior to such an Executive Committee meeting.

## **BY-LAWS OF THE ERC DUPLICATE BRIDGE CLUB**

### **ARTICLE I - DUTIES AND POWERS OF CHIEF EXECUTIVE OFFICER**

President - The President shall preside over all business meetings of the Club. He shall appoint the members of all committees except the Executive Committee and shall be an ex-officio member of all such committees. He shall sign such papers as may be required by his office or as may be instructed by members of the Club at any regular or special meeting. He may require such reports from the secretary/treasurer and all or part of Standing Committees which, in his judgement, are necessary. The President shall perform other duties incident to his office.

### **ARTICLE II - DUTIES AND POWERS OF OTHER OFFICERS**

Section 1 - Vice President: The Vice President shall perform the duties of the President in case of absence, resignation, or the inability of the latter to act and such other duties as may be assigned to him from time to time by the President. The Vice President shall be responsible for efforts of the Club to promote Bridge and increase membership.

Section 2 – Secretary/Treasurer: The Secretary/Treasurer shall keep all necessary records (minutes) of the business meetings of the Club and shall sign such papers as may be directed by the President. He shall submit ACBL rating point awards and complete monthly reports as required by ACBL. In addition, he may be required to maintain records leading to annual "player of the year" awards given by the Club. He shall monitor monies received and paid out by the Club.

### **ARTICLE III - DUTIES AND POWERS OF THE EXECUTIVE COMMITTEE**

Section 1 - There shall be an Executive Committee which shall consist of the elected officers and the Immediate Past President. The Executive Committee shall be the governing body of the Club and shall make any and all decisions. The Executive Committee shall work closely with the ERC Staff Representative and shall abide by all decisions of the ERC Facilities Representative, Recreation and/or the ERC Staff Team.

Specific responsibilities of the Executive Committee will include appointing a person responsible for:

- A. Annual schedule of regular and special events.
- B. Schedule of Directors for regular and special events.
- C. Manner of selection for "player of the year" and other awards.

Section 2 - There shall be a Nominating Committee, which is appointed by the President, in August of even numbered years. This committee shall provide at least one nominee for each office listed in Article III of the constitution which is filled by election.

Section 3 - All committees not otherwise provided in these By-Laws shall be appointed from time to time by the President.

#### **ARTICLE IV - MEETINGS**

Section 1 - Such business matters as may be deemed necessary may be transacted by the members present prior to the start of any regularly scheduled event, provided the President or Vice President is present.

Section 2 - The Executive Committee shall meet upon due notice at such times and places as may suit its convenience, upon call of the President or upon request of a majority of its members. The order of business shall be such as the Committee decides.

Section 3 - A quorum for an Executive Committee meeting shall consist of a majority of the members of the Committee. In the absence of a quorum, the meeting shall adjourn to a later date.

#### **ARTICLE V - VACANCIES OF OFFICERS**

Section 1 - Whenever any vacancy shall occur among the officers or the Executive Committee, the vacancy shall be filled by the Committee at the next meeting. Vacancies on the Executive Committee shall be filled from regular or affiliate members of the Club, and the members so designated shall hold office until the next regular election.

#### **ARTICLE VI - ELECTION OF OFFICERS**

Section 1 - The President, Vice President and Secretary/Treasurer shall be elected in September of even-numbered years for a term of two years beginning January 1.

Section 2 - Only those members who are active members or affiliates in the ERC Duplicate Bridge Club are eligible to hold office or vote in the election of officers.

Section 3 - In the case of absence, death or inability of the President to perform the duties of his office, his position shall be filled by the Vice President.

In the case of death or inability of both the President and Vice President to assume the office of President, the office of President shall be filled by special election. The date of this election shall be specified by the Executive Committee.

Section 4 - A Nominating Committee selected by the President shall present to the Executive Committee a list of candidates for each Club office. Nominations may also be made from the floor.

Voting can be made by show of hands, voice or written ballot at the discretion of the officers.

The candidate for each office receiving a plurality of the vote shall be elected to that office.

Section 5 – A list of the incoming Officers shall be given to the ERC Representative.

#### **ARTICLE VII - AMENDMENTS TO CONSTITUTION AND BY-LAWS**

To amend this Constitution and By-Laws, the proposed amendment must first be endorsed by ten members/affiliates and the Executive Committee. If the Committee, by a majority vote, recommends its passage, the amendment when presented must receive the affirmative vote of at least two-thirds of the voting membership present.

#### **ARTICLE VIII - LIABILITY**

Eastman Chemical Company or the Eastman Recreation Club is not liable for any accidents that might occur in any of the Club activities.

#### **ARTICLE IX - PROPERTY RESPONSIBILITY**

Damage to the property of the Club, other than ordinary wear and tear, shall be paid by the member or members causing it.

#### **ARTICLE X - EXPENDITURES**

At least two officers of the Club must authorize any expenditure before forwarding to the ERC Representative for approval. If any officer of the Club has questions about the expenditure, he should contact their ERC Representative.

#### **ARTICLE XI - RULES AND REGULATIONS**

Section 1 - The standard rules of the American Contract Bridge League shall govern all matters relating to Duplicate Bridge events sponsored by the Club.

Section 2 - General rules of good conduct and sportsmanship will prevail at all times. The President and Tournament Director, reserve the right to suspend any member of the Club from competition for their respective events. Such action can be appealed only to the Executive Committee.

#### **ARTICLE XII - DISSOLUTION**

Upon the dissolution of the Club and the discharge of its debts and the settlement of its affairs, any funds and properties of the Club remaining thereafter shall become the property of the Eastman Recreation Club.

DATE: \_\_\_\_\_

**CONSTITUTION AND BY-LAWS APPROVED**

**CLUB:** \_\_\_\_\_

**PRESIDENT**

\_\_\_\_\_  
**VICE-PRESIDENT  
REPRESENTATIVE,**

\_\_\_\_\_  
**SECRETARY/TREASURER**

**ERC:** \_\_\_\_\_

**RECREATION STAFF MEMBER**

\_\_\_\_\_  
**FACILITIES  
RECREATION**