

# **C.A.N.S. BY-LAWS**

**First Approved by the Membership on March 1, 2014**

Amended 7-12-15, 2-20-16 and 8-07-21

## **Article I: Name**

The name of this organization is Chicago Area Naturist Sons, abbreviated as C.A.N.S.

## **Article II: Purpose**

- 2.1 The Purpose of C.A.N.S. is to provide an outlet for social and recreational nudity in a non-sexual context among gay, bisexual, questioning or affirming men in the Chicagoland area.
- 2.2 C.A.N.S. will not discriminate based on age, race, skin color, creed, national origin, disability, marital status, sexual orientation or physical appearance.

## **Article III: Membership**

- 3.1 Any male age 21 or over is eligible for membership in C.A.N.S.
- 3.2 Membership may be initiated by a) submission of name and email address at the C.A.N.S. website, email list or to the Executive Committee, or b) joining via meetup.com or other social media sites selected by the Executive Committee.
- 3.3 Suspension and revocation of membership: The Executive Committee may suspend or revoke the membership of any member for good cause, which may include violation of the By-Laws, "Rules and Etiquette," or other conduct harmful to the interests of C.A.N.S. and its members.
  - 3.3.1 In cases of alleged violations, the Secretary/Treasurer will issue a written or electronic notice to the alleged offender with specified reasons and notice of the appeal process. The notice will contain the names of the Executive Committee.
  - 3.3.2 The alleged offender may file a written or electronic appeal with the Executive Committee within fifteen (15) days after the date of notice. The Executive Committee will respond in writing within thirty (30) days after the appeal date, to either sustain or revoke membership and state its reasons.
  - 3.3.3 If the alleged offender declines to appeal the charges, membership is automatically suspended.

## **Article IV: Executive Committee**

- 4.1 The Executive Committee (hereafter referred to as the EC) is composed of three elected officials: President, Secretary/Treasurer and Program Coordinator.
- 4.2 DESIGNATION AND DUTIES OF THE EC MEMBERS: The respective duties of the EC members consist of the following:
  - 4.2.1 President: The President shall preside over all meetings and shall have overall responsibility for the affairs of C.A.N.S., including representation of the organization to

the public. The President may have other responsibilities as determined by the EC.

- 4.2.2 Secretary/Treasurer: The Secretary/Treasurer shall maintain minutes of all C.A.N.S. meetings and the financial records and transactions of C.A.N.S. The Secretary/Treasurer may have other responsibilities as determined by the EC.
- 4.2.3 Program Coordinator: The Program Coordinator shall publicize and provide overall management of C.A.N.S. events and maintain the membership roster in a database. The Program Coordinator may have other responsibilities as determined by the EC.
- 4.3 VACANCIES: In the event of inactivity, resignation or suspension of an EC member, the remaining members of the EC may appoint a replacement to serve until the next regularly scheduled election. If the office of President becomes vacant, the Program Coordinator shall serve as Acting President until the next regularly scheduled election, or at a special election called by the remaining members of the Executive Committee. A special election requires a 30-day advance notice to the membership.
- 4.4 The EC shall have access to the C.A.N.S.' member database, social media sites, website and financial accounts at all times.
- 4.5 The EC may solicit and appoint active members to serve on special long or short term assignments. The duties will end when the tasks are completed or by directive of the EC.

#### **Section V: Election of Officers and Terms of Office**

- 5.1 The nomination and election of EC members shall occur at the Annual Meeting. Any member of C.A.N.S. is eligible to serve on the EC. Candidates are nominated from the floor and voting is by voice vote.
- 5.2 Candidates receiving a simple majority of votes of members present are elected to the respective positions. A runoff election will occur for each position until one candidate receives a simple majority of votes. For unfilled positions; the position is considered vacant and shall be filled by appointment by the remaining members of the EC.
- 5.3 Terms of office are for two years and shall begin upon adjournment of the annual meeting. No officer may serve more than two consecutive terms in the same position on the EC.
- 5.4 Members of the EC may be removed from office for failing to fulfill the duties of the office or for "good cause" with a simple majority vote of members at a special open meeting called for this purpose. A minimum of 10 members are needed to request a meeting for this purpose. In the event an EC member is removed, a successor may be elected at this time.

#### **Section VI: Meetings**

- 6.1 ANNUAL MEETING: An open Annual Meeting shall be held in the first three months of each calendar year at a date, place, and time decided upon by the EC. The Annual Meeting shall be used to review and evaluate the past year's activities, to formulate ideas for the coming year, get the financial report, to elect the EC and to conduct any other necessary business.
- 6.2 EXECUTIVE COMMITTEE MEETINGS: The EC shall meet in person or via conferencing technology at least quarterly to conduct the organization's business. In addition to the Annual Meeting, the EC will conduct an open meeting at least twice yearly at a date, place and time

announced to the membership by the President.

- 6.3 OTHER MEETINGS: The EC may call other meetings as the need arises. The EC may call emergency or “closed” meetings (or sessions) at any time for urgent and/or sensitive matters.
- 6.4 NOTICE: Notice for all open meetings shall be sent electronically to the membership at least 15 calendar days in advance.
- 6.5. QUORUM: A quorum must be present at all meetings where decisions are taken. For membership meetings, a quorum is defined as a body composed of at least one EC member and at least 10 other members. For EC meetings, a quorum is defined as a simple majority of the EC.
- 6.6 MEETING FORMAT: All meetings that require formal decisions shall be conducted according to Roberts Rules of Order. The President shall function as, or shall appoint, the Parliamentarian.
- 6.7 MINUTES: Minutes shall be kept for the Annual meeting and all meetings of the Executive Committee as described in 6.2 and 6.3. Minutes and reports will be available on the C.A.N.S website.

#### **Article VII: Rules and Etiquette**

- 7.1 All participants at C.A.N.S. events will adhere to C.A.N.S’ “Rules and Etiquette.”
- 7.2 Proposed changes to the "Rules and Etiquette" shall be presented to the membership at the annual or a special meeting called for this purpose and shall be ratified with a simple majority vote of members present.

#### **Article VIII: Finances**

- 8.1 CHECKING ACCOUNT: C.A.N.S. will maintain a checking account over which the President and Secretary/Treasurer have signature authority. Both authorized signatures are required for all checks written for more than \$100. Monies collected from or on behalf of C.A.N.S. shall be deposited promptly to this checking account.
- 8.2 PETTY CASH: The Secretary/ Treasurer may maintain a petty cash fund of no more than one hundred dollars (\$100).
- 8.3 MEMBERSHIP DUES: In lieu of membership dues C.A.N.S. is self-supported by event fees for most activities or by special fund raising.

#### **Article IX: Amendments**

- 9.1 Proposed amendments to the By-Laws shall be reviewed and approved by the EC prior to submission to the membership for ratification.
- 9.2 Amendments approved by the EC shall be submitted to the membership at least 15 days prior to a vote.
- 9.3 Ratification of amendments to the By-Laws requires a simple majority vote in the affirmative of the membership voting at the Annual meeting or at an open meeting called for this purpose.
- 9.4 Amendments to the By-Laws may be voted upon as a block or individually.

**Article X: Fiscal Year**

10.1 CANS's fiscal year shall be January 1 through December 31 of each year. All minute books, correspondence and other records of CANS shall be preserved by the Officers. Records that have ceased to be of use for the conduct of the affairs of CANS may be turned over for preservation to a depository designated by it, or discarded.

**Article XI: Accounting and Records**

11.1 CANS's fiscal year shall be January 1 through December 31 of each year. All minute books, correspondence and other records of CANS shall be preserved by the Officers. Records that have ceased to be of use for the conduct of the affairs of CANS may be turned over for preservation to a depository designated by it, or discarded.