

KITSAP PENINSULA SHRINE CLUB
Operating under the Jurisdiction of Nile Temple A.A.O.N.M.S. Desert of Washington

BY – LAWS

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A R T I C L E I
NAME

The name of this shrine club shall be KITSAP PENINSULA SHRINE CLUB of Nile Temple hereinafter referred to as KPSC or "the club".

A R T I C L E II
OBJECT

The object of the club shall be: To promote good fellowship among the Nobles of the Ancient Arabic Order of the Nobles of the Mystic Shrine and furthering the interests of that fraternity. The club recognizes the jurisdiction and authority of the Imperial Council, A.A.O.N.M.S., and will comply with the Laws, Code and Edicts of the Imperial Council, the By-Laws of Nile Temple, and the Edicts of its Potentate.

ARTICLE III MEMBERSHIP

A Noble in good standing in any legally constituted Temple of the Ancient Arabic Order Nobles of the Mystic Shrine may become a member of the club by paying the membership fee. Upon payment of dues, he shall be entitled to all rights and privileges associated with membership with the exception of holding an elected office unless complying with those requirements as outlined in ARTICLE IV of these By-Laws. KPSC will accept, as members in good standing, those Nobles who had extended paid-up dues in Kitsap County Shrine Club and Viking Shrine Club as of December 31,2007 for the same period of time that he had paid his membership in those Shrine Clubs.

A Life Membership to KPSC may be awarded gratuitously for exemplary support of KPSC upon the recommendation of the President and approval of its members. The Life Membership status shall remain in effect as long as the recipient maintains his Shrine Temple membership.

ARTICLE IV
OFFICERS and DELEGATES

The Officers of this club shall be:

President
1st Vice President
2nd Vice President
Secretary
Treasurer

Elected officers shall be:

1. a member in good standing of Nile Temple
2. a member in good standing of Kitsap Peninsula Shrine Club
3. elected annually at the November KPSC meeting

Officers of this club shall hold office for a period of one year or until their successors have been elected and installed. No Noble shall hold repeated positions as President, 1st Vice President or 2nd Vice President for more than two terms.

The Delegates of this club shall be:

Delegate - North
Delegate – Central
Delegate - South

Elected delegates shall be:

- (1) a member in good standing of Kitsap Peninsula Shrine Club
- (2) a resident of their representative District
- (3) elected annually at the November KPSC meeting

The Districts located in the Kitsap Peninsula area shall be:

North – north of an East-West line of St Hwy 308 or Bainbridge Island
Central - that area between the North and South Districts
South – south of an East-West line of Old Belfair Valley Road

Installation of officers and delegates shall be the first meetin^g of the New Year, or at a time and place approved by the Potentate of Nile Temple.

ARTICLE V EXECUTIVE COMMITTEE

An Executive Committee shall be composed of nine members as follows: President, 1st Vice President, 2nd Vice President, Secretary, Treasurer, Delegate-North, Delegate-Central, Delegate- South, Immediate Past President. The President shall act as Chairman. The members of this committee are authorized to transact the business of the club in the interim between regular meetings. The presence of four members shall constitute a quorum.

ARTICLE VI DUTIES of OFFICERS and DELEGATES

The President shall preside at meetings of the club and the Executive Committee. He will perform those duties normally expected of the President, employing as guides the club by-laws, Roberts' Rules of Order and instructions which may be promulgated by the Potentate of Nile Temple. The 1st Vice President will assist the President and perform all of his duties during his absence. The 2nd Vice President shall assist the President and 1st Vice President in the performance of their duties. In the absence of both the President and 1st Vice President, he will serve in their capacities.

The Secretary shall keep accurate records of all proceeding, dispatch notifications, prepare correspondence maintain accurate membership records, maintain a real property book containing serial numbers, titles, etc. for all club owned equipment. collect dues and deliver all monies to the Treasurer taking his receipt. The Secretary is authorized to maintain an operating fund not to exceed \$300.00.

The Treasurer shall keep accurate records of all funds received and dispersed by the club. The Treasurer will deposit all monies belonging to the club in a bank, approved by the Executive Committee, in not less than two accounts (one checking and one savings) registered in the name of the KITSAP PENINSULA SHRINE CLUB. Funds withdrawn from these accounts shall be by two signatures. Four authorized signatures shall be maintained at the bank. These signatures will be those of the President, 1st Vice President, 2nd Vice President and Treasurer. Recurring bills and similar routine operating expenses shall be paid when voted by the membership or, in emergency situations, by the Executive Committee.

Delegates are charged with representing Nobility viewpoints held within their respective Districts to the Executive Committee and other duties at the discretion of the President.

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DUES

The annual dues of the club shall be determined by the Executive Committee in October of each year and announced by the President prior to November 1st. Dues notices shall be issued by the Secretary no later than the 1st day of December each year. Dues are payable in advance on or before the first day of January. Members may pay dues in advance for as many years as they desire on the basis of the annual dues as announced by the President for the succeeding year.

A R T I C L E V I I I M E E T I N G S

Meetings of the club shall be held monthly at a rotational location within the Kitsap Peninsula area with dates and times announced semi-annually on or before January 1st and September 1st. No general membership meeting will be held in January, June, July or August.

Nominations by the Nominating Committee shall be announced at the October regular meeting with elections held in November of each year.

Special meetings may be called when considered necessary by the President or Executive Committee.

A quorum for all club meetings will consist of not less than eight members.

The Secretary will give at least five (5) days notice to each current member prior to convening election and special meetings. This notice will contain a statement of purpose and present an outline of the order of business.

A R T I C L E I X R E P O R T S

The incoming Secretary shall submit official written reports to the Recorder of Nile Temple within thirty (30) days after assuming office. These documents shall include an activity report for the preceding year and a list of the newly elected officers. A copy of all written reports will be sent to the club President.

The incoming Treasurer shall submit the financial report, as approved by the Audit Committee, to the Potentate and Recorder of Nile Temple so as to be received simultaneously with the Secretary's report. A copy of this report will be sent to the club President.

A R T I C L E X C O M M I T T E E S

The President shall appoint the following committees and their Chairman: Membership, Finance, Hospital/Screening Clinic, Parade, Program, Public Awareness, Telephone and such other committees as may be necessary. The Telephone Committee shall provide telephone reminders to club members with regard to regularly scheduled meetings, special meetings or special events. The Telephone Committee will be responsible for communicating with club officers regarding planned attendance at club meetings and events.

ANNUAL AUDIT

The President-Elect shall appoint a committee of not less than three (3) club members to audit all financial records of the club for the preceding year. The audit will be completed in sufficient time to permit a review of the results by the Executive Committee, and the President-Elect, prior to submission to the Potentate and Recorder of Nile Temple. (Submission to Nile Temple is required within thirty (30) days after the club officers' installation.)

ARTICLE XII SUCCESSION

Vacancies created during unexpired terms of office will be filled in accordance with procedures for transfer of duties during an absence as outlined in Article VI. Unless there is a loss exceeding two members of the Executive Committee or the Secretary or the Treasurer, the vacancy will remain open until the next annual election. Special elections brought about by this provision with a Nominating Committee in a manner similar to an annual election.

ARTICLE XIII
ANNUAL ELECTION



The outgoing club President will appoint a Nominating Committee prior to the September club meeting. The election will be conducted by the President of the club, or his substitute in accordance with these By-Laws, according to Roberts' Rules of Order. Only paid-up members of the club shall be in attendance during the election meeting. The Nominating Committee will make their recommendations known when nominations from the floor are first called for.

ARTICLE XIV AMENDMENTS

Amendments to these By-Laws shall be proposed in writing at any regular meeting and voted on at the next regular meeting. Written notice of such meeting and the proposed by-law change shall be given by the Secretary to all paid-up members prior to said meeting. All by-laws and amendments thereto must be approved by the Potentate of Nile Temple before they shall become effective. Members of the committee for By-Law changes shall be appointed by the President and serve at his pleasure. Said committee shall consist of at least three (3) members in good standing of the club, at least one of whom shall be a Past President of Kitsap Peninsula Shrine Club, Kitsap County Shrine Club or Viking Shrine Club.

These By-Laws are submitted as approved by prospective members of Kitsap Peninsula Shrine Club on December 12, 2009.

Attested on 12/12/0909

by  President  Secretary

APPROVED: on 12/12/09 by _____ Eugene W. Gilbert
Potentate, Nile Temple, A.A.O.N.M.S.