

PITTSBURGH PADDLEFISH
BYLAWS

APPROVED, AS AMENDED
April 4, 2010

ARTICLE I
NAME AND PURPOSE

1.1 Name The name of the organization is Pittsburgh Paddlefish

1.2 Purpose The purpose of the organization is to provide a vehicle for those individuals interested in the art, science and sport of Dragon Boating to participate in that activity under the auspices of the Three Rivers Rowing Association, a PA non-profit corporation.

ARTICLE II
MEMBERSHIP

2.1 Membership Qualifications Membership shall be available to those adults willing to support the purpose of and participate in the activities of the organization.

2.2 Membership Dues and Fees A member of this organization shall be required to be a member in good standing of the Three Rivers Rowing Association and pay organizational dues and other fees to both the Three Rivers Rowing Association and to the Pittsburgh Paddlefish as they may from time to time be determined.

2.3 Membership Limitations Membership in the organization shall be limited to no more than 70 members.

2.4 Voting Rights Each member shall be entitled to one vote, either in person, or by written proxy, as to all actions requiring a vote of the membership.

2.5 Removal of Members A member shall be removed from membership by majority vote of the Steering Committee for failure to pay dues in a timely manner or for conduct which could affect the safety of other members or for conduct which could be considered detrimental to the organization.

2.6 Youth Team There may be created a youth team (ages 12 through 17) the name of which shall be "The Peace Paddlers". Membership on this youth team shall be at the discretion of those Pittsburgh Paddlefish members who are the coaches/trainers of the youth team. The youth team members shall have no voting privileges regarding adult team matters. The youth team is a community outreach team funded through annual grants.

ARTICLE III STEERING COMMITTEE

3.1 Committee Functions The functions of the committee are to act as the administrative body of the organization relative to finances, policy recommendations to the membership, event and race scheduling and any other matters affecting the purpose of the organization.

3.2 Committee Composition and Position Functions The committee shall be composed of the following organizational positions none of which shall be shared by more than two members except for the position of Coach which may be shared by no more than three individuals. If any position is shared by more than one individual, each individual sharing that position shall be entitled to vote relative to Steering Committee matters.

Captain The Captain shall be the individual, in conjunction with the team Coach(es), if any, responsible for scheduling team practices, determining Dragon Boat seat assignments and helping to ensure timely and effective team practices and event participation along with acting as liaison with the Three Rivers Rowing Association.

Coach The Coach shall be the individual, who shall be a team member (if not paid for that position), responsible for determining training sessions and working with the team Captain(s) helping to ensure adequate practice training activities for team members to be competitive in team races.

Communications Coordinator The Communications Coordinator shall coordinate the team's internal communications between the Steering Committee and the membership, act as Secretary of the Steering Committee, prepare meeting agendas and post updates to the team blog and email pertinent information to team members.

Equipment Coordinator The Equipment Coordinator shall be responsible for maintaining an inventory of team equipment, organize equipment repairs, advise team members and the Three Rivers Rowing Association of equipment needs, organize individual and team purchases of equipment and attend Three Rivers Rowing Association equipment committee meetings.

Logistics Coordinator The Logistics Coordinator shall be responsible for all event registrations and travel plans, including fees, hotel accommodations and equipment needs and shall be the primary contact with event and race directors.

Membership/Recruiting Coordinator The Membership/Recruiting Coordinator shall be responsible for assisting in recruiting new members, act as the contact person for prospective members, maintaining a timely roster of members, overseeing communications with external organizations and individuals, and helping plan appropriate team social activities.

Treasurer The Treasurer shall prepare a team budget, collect dues and fees, pay team expenses and provide quarterly financial reports to the Committee.

3.3 Steering Committee Chair. Steering Committee members shall select a Chair of the Committee at its first meeting following the team's annual meeting.

3.4 Steering Committee Meetings. The Steering Committee shall meet no less frequently than monthly. The November meeting of the Committee shall include recommendations to the members of the subsequent calendar year's race schedule.

3.5 Steering Committee Members' Election. Members of the Steering Committee shall be elected at the team's annual meeting with vacancies in any office to be filled, in a timely manner, by the Committee.

3.6 Steering Committee Quorum. A quorum necessary to conduct business of the Steering Committee shall consist of a majority of Steering Committee members.

ARTICLE IV NOMINATING COMMITTEE

4.1 Nominating Committee Members. Nominating Committee Members shall consist of three team members whose function shall be that of nominating the subsequent year's Steering Committee Members, with said Nominating Committee members elected at the team's August meeting.

ARTICLE V MEETINGS.

5.1 Annual Meeting. There shall be an annual meeting of the membership which shall be held on or before October 31 of each year.

5.2 Quarterly Meetings. There shall be membership meetings to be held no less frequently than quarterly.

5.3 Special Meetings. Special meetings shall be called at the request of the Steering Committee or by 2/3 of the members upon one week's notice and agenda sent to the members.

5.4 Quorum. A quorum necessary to conduct business matters of the Membership shall consist of 25% of the Members.

**ARTICLE VI
FISCAL YEAR**

6.1. Fiscal Year The fiscal year shall commence on March 1 of each year and end on the last day of February of the subsequent calendar year.

**ARTICLE VII
BYLAW AMENDMENTS**

7.1 Bylaw Amendments. These Bylaws may be amended upon a majority vote of the members.

These Bylaws are adopted by the membership, as amended, effective, April 10, 2010.

Chair, Pittsburgh Paddlefish

