

Bylaws of the Pagan Community Council of Ohio

Preamble

For the purpose of this organization, “Pagan” shall be defined as referring to any positive, life affirming and earth-based religion, ethic or philosophy, whether practiced solitary or in a group, consistent with the ideals and behaviors accepted to be stated in the Wiccan Rede, the Principles of Wiccan Beliefs as adopted by the Council of American Witches in 1974 (Appended), the Earth Religion Anti-Abuse Resolution of 1968(Appended) and other such declarations of principle, or an adherent to such a religion ethic or philosophy.

Article I: Name of Organization

The name of the organization shall be Pagan Community Council of Ohio.

Article II: Address

The address of the organization is Post Office Box 82089, Columbus, Ohio 43202-0089.

Article III: Statement of Purpose

The organization shall be a not-for-profit corporation sponsoring social, educational and ecumenical activities of the Pagan residents of the state of Ohio; creating and maintaining a library devoted to pagan topics; and serving as an information resource for the public generally. Notwithstanding any other provision of these bylaws, the Organization shall not engage in activities prohibited to an organization exempt from Federal income tax under 501(C)(3) of the Internal Revenue Code of 1954 or corresponding provisions of any future law or to a corporation which contributions are deductible under 170(C) (2) of the Internal Revenue Code of 1954 or corresponding provisions of any future tax law. Except as otherwise provided under these bylaws, the activities of the Organization shall be conducted by parliamentary procedures as published in Robert’s Rules of Order.

Article IV: Membership

Section A: Membership Criteria

Membership in the organization shall be by acceptance of application and payment of annual dues. All applications will be judged based upon guidelines established by the Board.

Bylaws implemented by PCCO, 2007

Section B: Revocation of Membership

Revocation of Membership shall be for good cause shown after the organization has attempted by personal mediation to resolve complaints made to the Board. If the conflict proves irreconcilable after good faith attempts at private mediation, an open hearing of the Board shall be held for the sole purpose of whether membership should be revoked for the good of the organization.

Dialogue among the traditions is encouraged; however, proselytizing is prohibited and use of organization premises or membership information in order to proselytize shall be cause for revocation of membership.

Article V: Board of Trustees

Section A: Board of Trustees

The Board of Trustees of the Organization shall be a minimum of three (3) and a maximum of thirteen (13). The term of office shall be two years and a trustee may be reelected to not more than two (2) consecutive terms.

The Board shall be comprised of the following positions: President, Vice-President of Programs, Vice-President of Public Relations, Secretary, Treasurer, and up to eight (8) at large Trustees.

The Board is responsible for the overall policy and direction of the Organization and may delegate responsibility for day-to-day operations to the Organization's Committees. The Board receives no compensation other than reasonable expenses.

Section B: Meetings

The Board shall meet at least quarterly, at an agreed upon time and place.

Section C: Elections

Elections of Trustees will occur at the annual membership meeting to be held within a fortnight of Samhain, October 31, at a place and time determined by the Board. A member is required to vote by attending the annual membership meeting of the Organization or by returning an absentee ballot to the Secretary. Membership is dependent on acceptance of application and payment of annual dues.

Only members may be nominated for election to the Board of Trustees, Nominations for the Board of Trustees will be the responsibility of the Operations Committee.

In even numbered years the following Trustees will be up for election: President,

Secretary, and up to four (4) at-large Trustees.

In odd numbered years the following Trustees will be up for election: Vice-President of Programs, Vice-President of Public Relations, Treasurer, and up to four (4) at-large Trustees.

Section D: Quorums

A Quorum must be attended by at least fifty percent (50%) of the Board members before business can be transacted or motions made or passed.

Section E: Notice

An official Board meeting requires that each Board member have written notice of two (2) weeks in advance. Special meetings of the Board shall be called upon the request of the President or by one-third of the members of the Board. Notices of special meetings shall be sent out by the Secretary to each Board member dated two (2) weeks in advance. The Board may meet in an Emergency Meeting, if a majority of the members of the Board of Trustees are present. All actions taken by an Emergency Meeting of the Board of Trustees must be approved of by the full Board of Trustees at the next General Meeting.

Section F: Removal from Office

Resignation from the Board must be in writing and received by the Secretary.

A Board Member shall be dropped for excess absences from the Board if he or she has more than one unexcused absence from the Board meetings in a year. A Board member may be removed for other reasons by a three-fourths vote of the remaining Trustees.

Section G: Officers and Duties

There shall be five (5) officers of the Board consisting of a President, a Vice- President of Programs, a Vice- President of Public Relations, a Secretary, and a Treasurer.

The duties of the officers are as follows:

The President shall convene regularly scheduled Board Meeting, shall preside or arrange for other members of the Board to preside at each meeting, shall be authorized to sign contracts, countersign drafts and other fiduciary instruments as necessary, and shall serve on the Operations committee.

The Vice-President of Programs shall succeed to the office of President if the President is removed or resigns, and shall sit on the Festivals, Education, and Liturgy committees.

The Vice-President of Public Relations shall succeed to the office of President if the President and the Vice-President of Programs are removed or resign. The Vice-President of Public Relations shall sit on the Publications committee and be the representative for the council in all areas dealing with mass media.

The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all Board meetings, shall send out meeting announcements, distribute copies of minutes and the agenda to each Board member, shall assure the corporate records are maintained, shall be responsible for the correspondence of the organization, shall receive absentee ballots on behalf of voting members, and shall sit on the Membership and Community Service committees.

The Treasurer shall hold ultimate fiduciary responsibility for all assets of the Organization, receive and distribute all monies, endorse drafts received for deposit by the Organization, sign tax and other legally required filings, make financial information available to the Board members and the public, and sit on the Fundraising committee.

Section H: Vacancies

When a vacancy on the Board of one of the officers exists, the President shall appoint an acting officer subject to majority approval of the Board of Trustees.

Section 1: Dues

The Board may set dues schedules for memberships.

Article VI: Committees

The Board of Trustees may empower committees to do the general business of the organization. The Board of Trustees shall set the number of members sitting on each committee.

Section A: Membership

Anyone wishing to sit on any committee must be a member in good standing of the organization. All persons wanting to sit on any committee must fill out an application established by the Board. All applications shall be accepted or rejected based on guidelines determined by the Board. To be accepted, each applicant must have majority approval of the Board of Trustees.

Each member of a committee shall serve for one (1) year. Term of service to begin on the date of approval by the Board of Trustees.

Section B: Functionaries

Each committee shall have a Chair. The Chair of each committee shall be nominated by the President and subject to the majority approval of the Board of Trustees. The Chair shall report on all committee business at every General Meeting.

Each committee shall have a Recorder. The Chair of each committee will appoint the Recorder. The Recorder shall keep minutes of every committee meeting and forward a copy of these to the Secretary on a timely basis. In event of the Chair's absence at any meeting, the Recorder shall takeover the Chair's responsibility for that meeting.

Section C: Meetings

The Chair of each committee shall determine the time and place of all committee meetings. The Chair shall send out notice dated at least one (1) week in advance of the meeting of the committee.

Any member of the organization may attend any committee meeting in a nonvoting capacity.

Section U: Quorums

A Quorum must be attended by at least fifty percent (50%) of the committee members before business can be transacted or motions made or passed. Among the quorum must be either the Chair or the Recorder.

Section E: Decisions

The decisions of each committee will be by majority vote of all members attending. In the event of a tie, the Chair of the committee shall cast an additional vote to break the tie.

Section F: Resignation and Removal

Resignation from a committee must be in writing and received by the Secretary. A committee member shall be dropped for excess absences from the committee if he or she has three unexcused absences in a year.

A committee member may be removed for other reasons by majority vote of the Board of Trustees.

Section G: Charter Committees

The charter committees and their functions will be:

Operations Committee.

The Operations Committee shall be responsible for creation and upkeep of the Council's Policies and Procedures Manual. The committee will also be charged with determining whether new council policies, procedures or bylaws are made in accordance with the Bylaws.

The Committee will also be responsible for identifying candidates for election to the Board of Trustees, as well as eligible candidates and winners for any awards The Council hands out. The President of the Board of Trustees shall be a member of this committee.

Festivals Committee.

The Festivals Committee is to oversee all festivals that the Organization runs to fulfill its social responsibilities to the membership. The Vice-President of Programs shall be a member of this committee.

Education Committee.

The Education Committee shall deal with the educational aspects of the Organization. The Head of this committee shall set up workshops outside of festivals at various locations through out the state to serve the Educational needs of the membership. The committee head shall be in possession of the Organization's library. The committee head shall cultivate a list of pagan teachers in the state to help facilitate members who are looking for a teacher. The Vice-President of Programs shall be a member of this committee.

Liturgy Committee.

The Liturgy Committee shall deal with the ecumenical needs of the Organization. The head of this committee shall cultivate a list of legal pagan clergy in and around the state that perform weddings, handfastings, wiccanings, naming ceremonies, rituals for the dead, counseling, etc. The Vice-President of Programs shall be a member of this committee.

Fundraising Committee

The Fundraising Committee shall ensure that adequate funds are available for the Organization to carry out its purpose, and that said funds are properly used. Committee responsibilities include but are not limited to: solicitation of charitable gifts, management of fundraising events, securing of corporate and foundation grants, preparation of the annual organizational budget, conducting accounting and banking transactions for the Organization, and assuring that all federal, state, and local tax returns are properly filed & documented. The Treasurer shall be a member of this committee.

Publications Committee

The Publications Committee shall oversee the publications of the Organization. Committee responsibilities include but are not limited to: update & maintenance of the Council website, and distribution of the newsletter. The Committee will also oversee most council mailings, and ensure all fliers, advertisements, etc. are printed and mailed within their designated time frames. The Vice President of Public Relations shall be a member of this committee.

Membership Committee

The Membership Committee shall oversee the needs of the members of the Organization. These responsibilities include, but are not limited to, maintaining communication with the membership and establishing membership benefits. The Secretary shall be a member of this committee.

Community Service Committee:

The Community Service Committee shall perform projects that are to be designed to give back to the community at large. Acceptable example projects include, but are not limited to, cell phone drives for abuse shelters, canned food drives for food pantries, clothing drives for homeless shelters, etc. The Secretary shall be a member of this committee.

Section H: Ad Hoc Committees

By majority vote, the Board of Trustees may establish additional committees on an ad hoc basis.

Article VII: Finance

The Fiscal Year shall be from January 1st to December 31st of each year. Accounts for the conducting of the general business of the Organization shall be established by the Treasurer as well as other fiduciary accounts may be needed for the purpose of the Organization as stated by the Bylaws. The books and accounts of the Organization shall be kept in conformance with general accepted principles of accounting.

Article VIII: Amendment of Bylaws

Section A: Proposal to Amend the Bylaws

Any proposal to amend the Bylaws must take place at a General Meeting of the Organization. In addition, any proposal to amend the Bylaws shall be an agenda item with the text of the proposed amendment listed in the agenda. Amendments to the Bylaws shall be conducted pursuant to the rules of parliamentary procedure as published in Robert's Rules of Order and as otherwise provided in the Bylaws.

Section B: Passage of Amendments to the Bylaws

A proposal to amend the Bylaws shall require a two-thirds majority of the Board of Trustees at a General Meeting.

Section C: Preservation of Original Intent

A proposal to amend the Preamble, Article III (Statement of Purpose), Article X (Dissolution), Article XI (Eminent Domain) or this, Article VIII, Section C shall require a unanimous vote of the electors at a General Meeting for passage.

Section D: Electors

For the purpose of voting a proposal to amend the Preamble, Article III (Statement of Purpose), Article X (Dissolution), Article XI (Eminent Domain), or Article VIII, Section C (Preservation of Original Intent) an elector is a member in good standing in person or by absentee ballot.

Article IX: Governance

The membership shall hold the annual membership meeting within a fortnight of Samhain, October 31st, at a place and times to be set and published at least two weeks in advance by the Board of Trustees.

A member is required to vote by attending the annual business meeting of the Organization or by returning an absentee ballot to the Secretary.

Any member may attend any meeting of the Organization or Committees in a nonvoting capacity.

A member may request consideration for office by application to the Operations Committee.

Article X: Dissolution

The Organization may be dissolved by unanimous vote of the electors.

Article XI: Eminent Domain

In the event of dissolution of the Organization, title to the assets shall immediately pass to a trust, the creation of which trust shall be the first duty of the Officers and Committee of the Organization upon registration with the State.

Section A: Provisional Trust Instruments

Letters of agreement signed prior to registration with the State shall serve as provisional trust instruments of the disposition of the Organization's assets. Signatories to such provisional trust instruments shall be Dale M. Testerman or successor on behalf of the Organization.

Section B: Creation of the Trust

Agreements between the organization, trustees, a repository library, and such other parties necessary to establish a trust shall be created with all deliberate speed, and such agreements, when complete, shall be made a part of these bylaws by reference herein.

Section C: Trustees

Upon dissolution of the organization, title to the assets of the Organization shall immediately pass to a trust to be administered by two national Pagan organizations. The Trustees shall have sole discretion as to a successor organization to which the assets shall be transferred.

Section D: Library

Title to the Library shall be transferred solely by deed of gift by the Organization or by Trustees. In the event of dissolution, a repository shall receive the Library until the trust ends. If such repository has not been arraigned provisionally on the date of the Organization's registration with the State, such arrangements shall be the first order of the business of the library committee after registration.

Section E: Successor

A successor must incorporate into its bylaws at the time of registration with the State of Ohio language essentially the same as and identical in purpose with the Preamble, Article III (Statement of Purpose), Article VIII (Amendment of Bylaws), Article X (Dissolution), and Article XI (Eminent Domain) of the Bylaws of the original organization.

Section F: Failure of Successor; Ending the Trust

If there is no suitable successor to the organization, the Trustees shall transfer title in the Library to the repository in accordance with the instrument(s) memorializing agreement between the organization and the repository; and shall liquidate the assets of the organization and disburse the funds to Pagan organizations of a humanitarian nature. The period during which a successor organization may come forward and criteria for selecting beneficiaries shall be stipulated in the trust agreement.

Section G: Amendment

A proposal to amend Article XI requires unanimous vote of the electors at a General Meeting of the Organization. A proposal to amend this article must be an agenda item distributed to the membership as provided for in the Bylaws of the Organization.

Article XII: Captions

The captions of the various sections of the bylaws are not part of the content thereof but are only guides to assist in locating and reading such sections, and shall be ignored in constructing the bylaws.

End of Bylaws