UNIVERSITY BARGE CLUB BY-LAWS

ARTICLE I

Membership

Section 1: Classes of Membership

Membership in the University Barge Club (the "Club") shall include Active Members, Non-Resident Members, Honorary Life Members, Lilacs Members and other such classes or categories of membership as the Board of Trustees ("Board") shall from time to time approve ("Members," or "Membership"). Only Active Members shall have the right to vote.

Section 2: <u>Active Members</u>

- (a) Full Membership, as defined in Paragraph 2(b) below, shall be limited to Active Members the number of such Members being established by the Board. Admission to Active Membership shall be based upon such factors as the Board, in its sole discretion, considers appropriate to enhancing the promotion of the sport of amateur rowing and the overall well being, financial and otherwise, of the Club.
- (b) Active Membership privileges shall include use of the Club's equipment and facilities, subject to such rules and regulations as may be established or approved by the Board, the right to attend and cast a vote at meetings of the Membership (which vote shall be cast in person and not by proxy), eligibility for election to any of the elected Club offices, eligibility for appointment to any appointed office, to use the Club facilities for themselves and their guests in accordance with the Club's rules, and to attend all Club events in accordance with their requirements.
 - (c) There are three classes of Active Members:
- (i) Junior Active Members. Members who participate in all respects as Active Members and who must be over the age of 18 and have not attained the age of 23 who shall pay the lowest class of dues; and
- (ii) Active Members. Members who participate in all respects as Active Members and who must be over the age 23 but have not attained the age of 30 years, who pay lower dues than Active Members; and
- (iii) Senior Active Members. Members who participate in all respects as Active Members and have attained the age of 30 years;

(iv) Unless specifically limited in the text, "Active Members" as used in these Bylaws hereafter shall mean all three classes of Active Members..

Section 3: Non-Resident Members

Non-Resident Membership shall be granted to Active Members who move more than 100 miles from the boathouse and who request transfer to Non-Resident status. Non-Resident Members shall enjoy all privileges of Active Membership, except that Non-Resident Members shall not have the right to vote, be elected to any Club elective office, or be appointed to an appointive office.

Section 4: Lilacs Members

Lilacs Membership may be extended to such persons as support the purposes of the Club, but where the primary involvement of such person is expected to be other than rowing. The number of Lilacs Members shall be limited to fifty. Lilacs Members shall not have the right to vote or be elected to any elected Club office, though they shall be eligible to be appointed to any appointive office. Lilacs Members shall enjoy other membership privileges under and subject to such rules and regulations as may from time to time be approved by the Board. Lilacs Members who were not previously Active Members shall not have the right to row more than the greater of (i) fifty (50) miles annually in a Club boat, or (ii) more than the mileage limits set for guests of Active Members. Lilacs Members shall have no limit on the miles permitted to cox a coxed boat.

Section 5: Family Members

Family Members are those people in an Active Member's household who desire to be a rowing member of the Club, and who are approved by the Board. Family Members shall not have the right to vote, be elected to any Club elective office, or be appointed to an appointive office.

Section 6: Honorary Life Members

Any member who is or who has been an Active, Non-Resident or Lilacs Member may be accorded Honorary Life Membership, as unanimously approved by the Board. Such Member shall not be required to pay any annual dues, shall not have the right to vote, and shall not be elected to any elected Club office or appointed to any appointive Club office. Honorary Life Members shall enjoy other Membership privileges, including unlimited rowing privileges if previously held, under and subject to such rules and regulations as may from time to time be approved by the Board.

Section 7: Youth Members

Youth Members are students under the age of eighteen (18) in rowing programs who are invited by the Board to be members of the Club, who may use the Club's equipment under adult supervision and who shall not have the right to vote, be elected to any Club elective office, or be appointed to an appointive office.

Section 8: Membership Criteria

Decisions to elect new Members to any class of Membership shall be based upon such criteria as shall be approved by the Board, and shall include but not be limited to matters relating to rowing experience, competitive experience, family relationship with the Club, expected rowing frequency and competence, behavior, and interest in Club activities. Membership decisions shall not be made on the basis of race, religion, sex or sexual orientation, gender identity or national origin.

ARTICLE II

Governance

Section 1: Duties and Responsibilities of the Board of Trustees

The Club shall be governed by a Board of Trustees ("Board"). The Board shall exercise the powers of the Club, provide for the conduct of its business affairs and control its property. Each member of the Board ("Trustee") shall abide by these Bylaws and any Policies and Procedures properly adopted by the Board at any meeting. In addition to these general duties, but not in limitation of the Board's general authority, the Board shall:

- (a) establish the dues and initiation fees for each class of Membership;
- (b) make all appropriations and approve all disbursements of the Treasurer for current or capital obligations (but not for the exterior or structure of the House, which is owned by the UBC 1871 Foundation);
 - (c) hire and establish the duties for all employees or contractors;
 - (d) purchase equipment and supplies;
 - (e) execute leases and other documents necessary to carry on the affairs of the Club;
- (f) contract for and supervise the acquisition of any property for the capital account including alterations to the interior (but not to the exterior or structural components) of the Club building, furniture, boats and like items;
- (g) establish, approve, alter, and abolish rules and regulations governing the conduct and activities of Members, consistent with these By-Laws; and
- (h) borrow money, contract indebtedness, and incur obligations; provided such authority shall not apply if the amounts involved are in excess of the larger of funds on hand or income accruing during the term of their appointment without the prior approval of the Membership.

Section 2: Membership of the Board of Trustees

The Board shall consist of the four elected Officers of the Club, the holders of the appointive offices named in Article IV, Section 3, namely the Coxswain, Finance, Membership

and Property Committee Chairs, Lilacs Warden and Schuylkill Navy Delegate, and the past Presidents of the Club. The President of the Club shall serve as Chair of the Board.

Section 3: Voting by Trustees

Each Trustee shall be entitled to one vote.

Section 4: Board of Trustees Quorum and Attendance

- (a) The quorum shall consist of at least five Trustees in attendance at a duly convened regular or special meeting of the Board who are current officers, holders of the appointive offices, and the immediate Past President, who participate in the meeting in person or by telephonic means whereby all participants can hear each other simultaneously.
- (b) The Board also may conduct business by mail, email, or any other medium to which all Trustees have access, in which case any decision not deferred to an in-person meeting must be approved unanimously by vote of the Quorum of the Board as set forth in Article II, Section 4 (a) above.

ARTICLE III

Committees

Section 1: Standing and Other Committees and Workgroups

The Executive, Finance, Lilacs, Membership and Property Committees shall be standing committees of the Board. Each standing committee shall be chaired by a Trustee and, other than the Executive Committee described below, shall have a Charter approved by the Board that describes its duties. The President shall appoint such other committees as are necessary for the successful management of the Club. The President shall appoint Committee members with the approval of the Board. Any member of the Club can be appointed to a committee. Each committee shall meet at least once a year, and at least two months prior to the Annual Meeting of the Members. The Committees may meet more frequently at the call of the Chair or of two members of the committee. The President also may appoint workgroups or task forces for special purposes that require a mission statement, but not a Charter.

Section 2: Executive Committee

The Executive Committee shall consist of the elected Officers of the Club. It shall be chaired by the President. The Executive Committee shall have general oversight of the Club between meetings of the Board, and may act in an emergency if the Board cannot be convened in time to make an essential decisions. However, any policy or procedure changes proposed by the Executive Committee shall be presented to the Board for approval at its next scheduled meeting, or at an emergency Board meeting if called by the President or three Trustees. No change in policy or procedure shall be effective until approved by the Board.

Section 3: Nominating Committee

The Nominating Committee shall consist of at least three members including the Chair. The Chair shall be the immediate Past President unless he or she cannot serve. In the event the immediate Past President cannot serve, the Chair shall be the appointed from among the surviving Past Presidents by the President. The Chair shall appoint the Committee members with the approval of the Board.

ARTICLE IV

Club Officers and Offices

Section 1: Elected Officers

The elected officers shall be the President, Vice President, Secretary and Treasurer.

Section 2: Appointive Offices

The appointive offices shall be the Coxswain, Finance, Membership and Property Committee Chairs, Lilacs Warden, and The Thomas Eakins head of the Regatta Liaison and Schuylkill Navy Delegate. These officers shall be appointed by the President at the Annual Meeting of the Active Members with the consent of the majority of the members present.

Section 3: President

The President shall:

- (a) be the Chief Executive Officer of the Club, Chair of the Board, and shall represent and bind the Club in all routine dealings with third parties;
- (b) ensure that the Officers of the Club, the Board, and all committees are discharging their duties in accordance with these By-Laws, or for the purpose of their appointment, and that proper reports are prepared for submission to the Members at regular or special meetings of the Club;
- (c) appoint annually, with the approval of the Active Members at the annual meeting, the Coxswain, Finance, Membership and Property Committee Chairs, the Lilacs Warden, The Thomas Eakins Head of the Schuylkill Regatta Liaison and the Schuylkill Navy Delegate.
- (d) appoint the chair(s) and members of such other committees as may be created or approved by the Board;
- (e) with the consent of a majority of the Board, fill all vacancies in offices, chairs and committee members, and any officer vacancy, all until the next annual election; and
- (f) appoint delegates to such other rowing organizations as he or she deems appropriate, and such delegates shall represent the Club at the annual meeting of such

organizations. Any appointed delegates shall report to the President and Board all pertinent matters decided at such meetings.

Section 4: Vice President

The Vice-President shall:

- (a) exercise all the functions of the President in case of any vacancy in that office or during the periods when the incumbent is not available by any means of communication; and
- (b) have such continuing authorities and duties as may be delegated by the President or the Board.

Section 5: Secretary

The Secretary shall:

- (a) record the attendance and proceedings of all meetings of the Club;
- (b) keep complete records of the Members of the Club;
- (c) notify the Membership of meetings to be held;
- (d) take charge of and preserve all the records and data of interest to the Club;
- (e) make whatever notices and communications may be required by order of the Club or the President thereof; and
 - (f) attend all business meetings of the Board, and record the minutes thereof.

Section 6: Treasurer

The Treasurer shall:

- (a) take charge of all funds belonging to the Club;
- (b) arrange to send notices of and collect and receive all dues, assessments, or other moneys owing to the Club;
- (c) notify the President of all changes from one category or class of membership to another, resignations, and deaths of members;
- (d) make all necessary disbursements ordered and approved by the Board or upon order of the Club, including for all recurring items, and non-recurring items which have been approved by the Board or the Club;
 - (e) serve as the Club's Chief Financial Officer; and

(f) make a financial report at every regular meeting of the Executive Committee, Board and Club. Ensure that (i) the Club's financial records are recorded at least annually in a manner established by the Board, (ii) Form 990s are completed properly and submitted timely to the Internal Revenue Service; and (iii) the necessary state forms are submitted as required.

Section 7: Coxswain

The Coxswain, under the general direction of the Board, shall:

- (a) be responsible for: (i) stowage of boats and equipment in the boathouse; (ii) maintaining the boats and equipment in good order; (iii) ensuring repairs are made in a timely fashion when necessary; (iv) ordering and purchasing new boats and equipment according to a schedule approved by the Board; and (v) advising the Executive Committee and the Board regarding these responsibilities;
- (b) be responsible for recommending the rules on the use of boats, equipment, and the boathouse, and advising the Board regarding implementation of these rules. Rules and changes to the rules shall go into effect upon adoption by the Board; and
- (c) take command of the boats of the Club when ordered out by the Commanding Officer of the Schuylkill Navy or upon any other occasion determined by the Board.

Section 8: Lilacs Warden

The Lilacs Warden shall:

- (a) take charge of all dances, dinners, and other social affairs of the Club;
- (b) assist Members in arranging for the use of the Lilacs Room for Member's social affairs in accordance with and subject to the rules and regulations of the Board;
 - (c) be responsible for making recommendation regarding maintenance of the Lilacs.

Section 9: Finance Committee Chair

The Chair shall be the Treasurer, who shall use the Finance Committee to assist in fulfilling the Treasurer's duties.

Section 10: Membership Committee Chair

The Chair shall receive all applications for Membership, ensure nominees for membership are posted at least thirty (30) days before the Committee proposes to act on an application, and ensure that the Membership Committee approves or rejects such applications within ninety (90) days of receipt thereof. The Chair shall ensure that the Membership Committee members participate in maintaining the good order of the boathouse, and ensure all new members are properly oriented.

Section 11: Property Committee Chair

The Chair shall ensure the Property Committee understands the status of the interior of the Boathouse, recommends maintenance and upgrades to all the facilities, and works with other Committees and, as appropriate, the UBC 1871 Foundation, to develop a long-range plan for maintaining the interior of the Boathouse.

Section 12: Schuylkill Navy Delegate

The Schuylkill Navy Delegate shall attend all meetings of the Schuylkill Navy, shall implement all policies in support of the Schuylkill Navy undertaken by the Club, such as providing launches for regattas, and other duties as requested by the Board. If the Delegate is unable to attend a Schuylkill Navy meeting, the Delegate shall inform the President in time for the President to make other arrangements for the Club to be represented.

Section 13: The Thomas Eakins Head of the Schuylkill Regatta Liaison

The Thomas Eakins Head of the Schuylkill Regatta Liaison shall attend all meetings of The Thomas Eakins Head of the Schuylkill Regatta and report all necessary information to the Board.

Section 14: Other Appointments

In addition to the foregoing, the Board may designate such assistants or other officers, and may delegate to such assistant or other officers, such authorities and duties and for such term as the Board shall deem appropriate. Unless appointed from among the Trustees, such assistants or other officers shall not have a vote.

ARTICLE V

Election of Officers

Section 1: Nominations

Nominations of candidates for the elected offices (President, Vice President, Secretary, and Treasurer) of the Club shall be made by the Nominating Committee. Nomination of any candidate also may be effected by petition signed by three Active Members of the Club posted in accordance with Section 3 below.

Section 2: Election

The annual election of elected officers shall take place at the Annual Meeting of the Active Members by majority vote of the Active Members present and voting.

Section 3: Time

The Nominating Committee shall post the list of nominations at least fifteen (15) days before the Annual Meeting. Notice of the proposed nomination of other candidates shall be posted at least ten

(10) days before the Annual Meeting. At the election no ballot shall be counted other than those for candidates who have been nominated as provided in this Article V, Section 1.

Section 4: Majority vote, One Year Terms, Four Years in Office

The election of officers shall be determined by majority vote at the Annual Meeting. The officers elected shall enter upon their duties immediately after the meeting at which they have been elected. They shall hold their offices for the term of one year from the date of the annual election or until the election or appointment of their successors; provided, however, that no Active Member shall hold the same elected office for more than four (4) consecutive years.

ARTICLE VI

Dues, Fees and Assessments

Section 1: Initiation Fee

Each person elected to Membership (other than Honorary) shall pay to the Treasurer of the Club an initiation fee established by the Board, which may be paid over the first three years of Membership if approved by the Board, plus annual dues in an amount that shall reflect the number of months then remaining in the fiscal year of the Member's admission.

Section 2: Annual Dues

All Members (other than Honorary) shall pay annual dues within thirty (30) days after billing. The amount of the dues shall be set for each Membership classification annually by the Board, and shall be announced to the Membership of the Club. Any schedule of dues approved by the Board shall remain in effect for the full fiscal year.

Section 3: Boat Storage and Locker Fees

Members who store private boats at the Club shall pay annual storage fees determined by the Board. Members assigned lockers shall pay an annual fee for use of the locker determined by the Board

Section 4: Assessments

Assessments upon the Membership only shall be made upon recommendation of the Board, and only upon approval by majority vote of the Active Members present and voting at an Annual or Special Meeting of Members. Any assessments made shall be in such amounts and apply to such Membership classification as shall be approved by the Active Members.

Section 5: Delinquency Respecting Dues

In the event that any Member remains delinquent for sixty (60) or more days from the date of the billing notice in paying any dues, fees, assessments or other sums owed to the Club, unless waived under Section VI.7 below, said Member's name shall be posted on a Club bulletin board as a

delinquent Member, and during such delinquency, said Member's Membership privileges shall be suspended. If, at the end of ninety (90) days from the date of the billing notice, the Member continues to be delinquent, the Member's Membership privileges shall be revoked and canceled and the Member expelled from the Club forthwith, absent a decision by the Board to proceed otherwise. The Treasurer shall notify any delinquent Member of the foregoing by reference to this section of the Club's By-Laws.

Section 6: Reinstatement

Any Member who has been expelled pursuant to the provisions of this Article VI may be reinstated after payment of all amounts due and with the permission of the Board.

Section 7: Waiver of Sanctions

The Board, in its discretion, may waive fully or partially any of the foregoing Sections of this Article VI for a period of one (1) year where satisfied that enforcement would impose an undue hardship on the Member involved.

ARTICLE VII

Meetings

Section 1: Annual Meeting

There shall be an Annual Meeting of the Membership which shall be at such time and place as may be specified by the Board.

Section 2: Notice of Annual Meeting

The Board shall provide all Active Members of the Club with at least thirty (30) days notice of such meeting, which notice shall be posted prominently in the boathouse and may be given by email.

Section 3: Order of Business

The order of business at the Annual Meeting, unless suspended by vote of the Members present, shall be as follows:

- 1. Reading of the minutes of the previous meeting.
- 2. Reports of officers.
- 3. Reports of committees.
- 4. Election of officers and appointment to offices.
- 5. General business.
- 6. Adjournment.

Section 4: Special Meetings

Special meetings of the Club may be called by the President, Executive Committee or Board, or by written request of ten (10) Active Members, and upon a minimum of twenty (20) days notice to the Members of the Club given by notice prominently displayed in the boathouse, which notice also may be given by email. The Order of Business shall be limited strictly to the topic(s) covered in the announcement of the Special Meeting. No other business shall be entertained at any Special Meeting.

Section 5: Presiding Officer

The presiding officer at any meeting of the Club shall have no vote thereat except in balloting for the election of officers, the expulsion of a member, or in the case of a tie vote.

Section 6: Parliamentary Rules

All questions of parliamentary law not provided for in the Charter or Bylaws shall be decided according to the current edition of Robert's Rules of Order.

Section 7: Quorum

Ten Active Members of the Club shall constitute a quorum at any meeting of the Membership for the transaction of business, and no representation or voting by proxy shall be allowed. The quorum of ten Active Members must contain at least two of the elected club officers.

ARTICLE VIII

Boats and the boathouse

Section 1: Boat and Equipment Handling

Rules on use of boats, equipment, and the boathouse shall be established by or approved by the Board. All such rules, and any amendments thereto, shall be posted in the boathouse and mailed to all Members.

Section 2: Enforcement

Members of the Executive and Membership Committees shall monitor and enforce such rules as have been approved and posted.

ARTICLE IX

Guests

Section 1: Members' Responsibility for Guests

Members shall be responsible for the conduct of their guests, for educating them about boat and equipment handling, and for any damage to the Club and equipment caused by their guests. Members shall not permit a guest to be in the boathouse or in a boat unless the Member is present, or has arranged for another Active Member to be present, all the time.

Section 2: Members to Accompany Guests

Members accompanying their guests in a Club boat always shall bow the boat. A proposer shall accompany his or her proposed new member on his or her initial visit to the boathouse and first row on the river. Either the proposer or another Active Member shall accompany all proposed new members on the river and, if the proposed member is elected to Membership, until the new Member has logged sufficient miles as determined by the Coxswain. A guest shall not use a single unless approved by the Coxswain.

ARTICLE X

Amendment of By-Laws

Section 1: Process

Proposed amendments to these By-Laws shall be presented in writing to either (a) any meeting of the Membership of the Club or (b) any meeting of the Board and thereafter at a subsequent meeting of the Membership. Adoption of amendments requires a two-thirds vote of the Active Members present and voting at a meeting of the Members.

Section 2: Notice of Proposed Amendments

A description of the amendments shall be provided in the notice for the annual or special meeting. Amendments may be adopted at a meeting without further notification provided that such alterations are germane to the proposed described revisions.

ARTICLE XI

Expulsion and Resignations

Section 1: Indebted Members

Members indebted to the Club may not resign nor be permitted to change their class of membership until their indebtedness is discharged. This Article XI does not apply to Article VI of these Bylaws.

Section 2: Process

Any Member of the Club may be expelled, on the basis of Section 3 of this Article XI, by twothirds vote of the Board, such expulsion to be effective immediately upon the Board's vote. However, at the election of the expelled Member, as set forth herein, said expulsion shall not be final unless upheld by majority vote, in secret ballot of the Active Members present at the next meeting of the Active Members. Before Board action, the Member subject to expulsion shall be provided notice of the Board meeting and the charges upon which expulsion, is proposed a minimum of thirty (30) days before the meeting. The Member may attend and make a presentation at the Board meeting prior to the Board vote. If a Member is expelled by the Board, a Member intending to appeal shall give notice of appeal to the President within five (5) days of receiving notice of expulsion and then may elect to appear at the next meeting of the Active Members, prior to the Active Members taking their vote on the final action. However, in the time before the Active Members meet, all of the expelled Member's rights under these Bylaws shall be suspended. He or she shall turn in his or her key to the boathouse, and remove all personal belongings from the boathouse, including any boat(s) stored in the boathouse. If the expelled Member elects not to be heard by the Active Members, his or her expulsion shall take full force and effect five (5) days after the Board's decision.

Section 3: Basis for Expulsion

Any Member may be expelled for serious or continuing violations of these Bylaws, or the rules, policies and procedures of the Club, or continuing egregious bad behavior, all or any as reasonably determined by the Board.

ARTICLE XII

Colors and Uniforms

The rowing uniform for regattas shall use the colors of navy and white.

ARTICLE XIII

Indemnification and Insurance

Section 1: Right to Indemnification

Each person who was or is made a party or is threatened to be made a party to or is involved in any action, suit, or proceeding (hereafter a" Proceeding "), whether civil, criminal, administrative, or investigative, including without limitation, an action or suit by reason of the fact he or she is or was an officer, representative, or duly authorized agent (hereinafter collectively referred to as a "Representative") of the Club shall be indemnified and held harmless by the Club to the fullest extent and manner authorized or permitted by the laws of the Commonwealth of Pennsylvania, as the same exists or may hereafter be amended against all expense, liability, and loss (including attorneys' fees and costs, judgments, penalties, fines, taxes or penalties, and amounts paid or to be paid in settlement) reasonably incurred or suffered by

such person in connection therewith and such indemnification shall continue as to a person who has ceased to be a Representative of the Club and shall inure to the benefit of his or her heirs, executors, and administrators. The right to indemnification conferred in this Section shall be a contract right and each person to whom this right to indemnification applies shall be a third party beneficiary of such right and shall be entitled to enforce against the Club all indemnification and other rights granted to such person by this Section. Such right shall include the right to be paid by the Club the expenses incurred in any such proceeding in advance of its final disposition; provided, however, the payment of such expenses incurred by a Representative of the Club in advance of the final disposition of a proceeding shall be made only upon delivery to the Club of an undertaking by or on behalf of such Representative to repay all amounts so advanced (including attorneys' fees and costs) if it shall ultimately be determined that such Representative is not entitled to be indemnified under this Section or otherwise.

Section 2: Denial of Right to Indemnification

Indemnification under Section 1 of this Article XIII shall be made by the Club unless a determination is reasonably and promptly made that indemnification of a Representative is not permitted under applicable law. Such determination may be made only by the Board by a majority vote of a meeting consisting of Board members who were not parties to such proceeding. If there are no such persons, a special committee of Active Members shall be appointed by the President to make the determinations required under this Section.

Section 3: Expenses in Successful Defense

Notwithstanding any other provisions of this Article XIII, to the extent that a Representative of the Club has been successful on the merits or otherwise in defense of any proceeding referred to in this Article XIII, he or she shall be indemnified against expenses (including reasonable attorney's fees and costs) actually and reasonably incurred by him or her in connection therewith.

Section 4: Insurance

The Club may maintain insurance, at its expense, to protect itself and any Representative against any expense, liability, or loss, whether or not the Club would have the power to indemnify such person against such expense, liability, or loss under the laws of the Commonwealth of Pennsylvania.

ARTICLE XIV

Limitation of Liability.

Notwithstanding Article XIII, a Trustee of this corporation shall not be personally liable for monetary damages as such for any action taken, or any failure to take action, unless the Trustee has breached or failed to perform any duties of his office under section 8363 of the Pennsylvania Directors' Liability Act (relating to standard of care and justifiable reliance) and the breach or failure constitutes self-dealing, willful misconduct or recklessness. This provision shall not apply to the responsibility or liability of a Trustee pursuant to any criminal statute or the liability of a

Trustee for payment of taxes pursuant to local, State or Federal law. This Article shall be applicable to any action or omission taken or occurring on or after January 27, 1987.

Adopted: Amended:

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