



**CURRENT**

**The By-Laws of the Santa Barbara Apple Users Group**

*Adopted by the membership October 18, 2012*

**PROPOSED**

**By-Laws of the Santa Barbara Apple Users Group**

*As Endorsed By Executive Board - 07-November-2013*

**ARTICLE I: NAME**

1 The name of this organization is the Santa Barbara Apple Users Group (SBAUG).

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**ARTICLE II: PURPOSE**

- 2 This organization is established as a Users Group, under the By-Laws as set forth in this document, to:
- 2.0.1 Promote and further the effective utilization of products and software manufactured and marketed or otherwise made available by Apple, and by others for Apple products, by supporting the exchange of information concerning their uses.
  - 2.0.2 Advance the art of computation through education, exchange of information, and sharing of experiences.
  - 2.0.3 Provide feedback to Apple hardware and software developers and the general membership on equipment, software, services, and other needs which may arise.
  - 2.0.4 Cooperate with other Users Group organizations to effect these purposes, and to assist them in all matters of mutual concern relating to Apple products.
  - 2.0.5 Establish special interest groups (SIGs) in order to provide communication and education for members with like interests.

**ARTICLE II: PURPOSE**

- 2.0 This organization is established as a Users Group, under the By-Laws as set forth in this document, to:
- 2.0.1 Promote and further the effective utilization of products and software manufactured and marketed or otherwise made available by Apple, and by others for Apple products, by supporting the exchange of information concerning their uses.
  - 2.0.2 Advance the art of computing-technology through education, exchange of information, and sharing of experiences.
  - 2.0.3 Provide feedback to Apple hardware and software developers, members, and the general public on equipment, software, services, and other needs which may arise.
  - 2.0.4 Network with other computing-technology Users Groups to further these purposes, and assist them in all matters of mutual concern relating to Apple
  - 2.0.5 Establish special interest groups (SIGs) in order to provide communication and education for those with like interests.

**ARTICLE III: MEMBERSHIP**

- 3 **Membership requirements:**
- 3.0.1 Membership shall be open to any individual subscribing to the purposes of this organization.
- 3.1 **Rights of members:**
- 3.1.1 On all business presented to the membership for vote, each member shall be entitled to one vote.
  - 3.1.2 Any member of the SBAUG has the right to place an item on the agenda of the Executive Board.
- 3.2 **Meetings:**
- 3.2.1 The Executive Board shall determine the frequency of the General Membership Meetings of the SBAUG.
  - 3.2.2 A quorum shall be twenty-five percent (25%) of the membership.
  - 3.2.3 A vote shall be carried by a plurality of votes cast, except where otherwise stipulated in these By-Laws.
  - 3.2.4 There shall be at least one (1) meeting of the Executive Board each quarter. Any member of the Executive Board has the power to call a meeting of the SBAUG Board if he or she feels that a board meeting is necessary.
  - 3.2.5 Voting shall take place in person at meetings or by absentee voting. Absentee votes are votes cast by email and/or other means agreed upon by the Executive Board.
  - 3.2.6 The Executive Board may establish a system for absentee voting. Any such system must be published to the membership at least 15 days prior to any meeting in which it is to be in effect.

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- 3.2 **Meetings.**
- 3.2.1 The Executive Board shall determine the frequency of the General Membership Meetings of the SBAUG.
  - 3.2.2 There shall be at least one (1) meeting of the Executive Board each quarter. Any member of the Executive Board has the power to call a meeting of the Executive Board whenever they deem-necessary.
  - 3.2.3 Voting shall take place in person at meetings or by absentee voting. Absentee votes are votes cast by email and/or other means agreed upon by the Executive Board. Any such system must be published to the membership at least 15 days prior to any meeting in which it is to be in effect.
  - 3.2.4 A quorum of the General Membership shall be twenty-five percent (25%). A vote shall be carried by a plurality of votes cast, except where otherwise stipulated in these By-Laws. [See Sections 7.0.4, 8.0.1 & 9.0.1]

**ARTICLE IV: TERMINATION OF MEMBERSHIP [MOVED TO Section VII]**

**ARTICLE VI: DUES [MOVED FROM Section 6.0]**

- 6 **General:**
- Membership dues shall be twenty-five dollars (\$25.00) per year and may be changed at any time by a recommendation of the Executive Board and approval of the membership. Dues cover the period starting with the member's initial membership month. Payment for membership renewal shall be due in the twelfth (12th) month of membership.
- The member's expiration month shall be indicated by e-mailed notification. It is the responsibility of all members to renew their memberships on time. Failure to do so shall result in the discontinuance of all member privileges. Membership shall terminate for non-payment/non-renewal 30 days after the one (1)-year membership period ends.
- 6.0.1
  - 6.0.2

**ARTICLE IV: DUES**

- 4.0 **General.**
- 4.0.1 Membership dues shall be twenty-five dollars (\$25.00) per year and may be changed at any time by a recommendation of the Executive Board and approval of the membership. Dues cover the 12-month period starting with the member's initial membership month. Membership dues are non-refundable.
  - 4.0.2 Members shall remain in good-standing provided payment of annual membership dues is received within the month immediately following the end of the prior 12-month membership period. It is the responsibility of all members to renew their memberships on time. A member's renewal month shall be indicated to them via emailed notification one (1) month prior.

**ARTICLE V: OFFICERS & EXECUTIVE BOARD**

- 5 **SBAUG Officers and Executive Board:**
- 5.0.1 Elected Officers shall consist of a President, Vice-President, Program Chairperson, Secretary, and Treasurer.
  - 5.0.2 The Executive Board shall consist of the above-named elected officers and, in addition, the immediate Past President, the Newsletter Editor (if appointed), the SIG/Workshop Coordinator (if appointed), the appointed Webmaster, and the appointed Board Members-at-Large, who shall serve as voting members of the Executive Board.
  - 5.0.3 Election of Officers shall be at the first general meeting of each year, with terms to commence immediately.
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**ARTICLE V: OFFICERS & EXECUTIVE BOARD**

- 5.0 **Officers and Executive Board.**
- 5.0.1 Elected Officers shall consist of a President, Vice-President, Secretary and Treasurer.
  - 5.0.2 The Elected Officers may appoint a member in good standing to serve on the Executive Board in the following capacities: Ambassador, Publicity Director, Communications, Apple Ambassador, Webmaster, Members-at-Large and any other position(s) deemed of benefit to the users group. The Elected Officers may appoint any member in good standing to any vacancy on the Executive Board arising from any reason to an Officer or Appointee position for the remainder of the term.
  - 5.0.3 The Executive Board shall consist of the elected Officers, Appointees and the immediate Past President. Elected and appointed members on the Executive Board shall have voting privileges on matters put to vote before the Board.
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**ARTICLE V: OFFICERS & EXECUTIVE BOARD continues next page**

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**ARTICLE V: OFFICERS & EXECUTIVE BOARD continued**

- 5.0.3 Election of Officers shall be at the first general meeting of each year, with terms to commence immediately.
- 5.0.4 The Executive Board shall appoint a Nominating Chairperson by October 1st, who shall solicit and submit a slate of candidates for office by December 15th. Said candidates must be members in good standing. Nominations for officers may be made by any member in good standing in writing to the Nominating Chair not less than 16 days prior to the election. Officers shall be elected by a plurality of the votes cast.
- 5.0.5 The term of office for an elected officer shall be one (1) year, renewable by election. The term of office for an appointed board member shall be until the first board meeting following election of officers.
- 5.0.6 The Executive Board may appoint a Newsletter Editor, a SIG/Workshop Coordinator, a Webmaster, and any other positions deemed of benefit to the club by the Executive Board. The Executive Board may appoint any member in good standing to any vacancy arising from any reason to an office or position for the remainder of that officer's or position's term.
- 5.0.7 All important club decisions shall be made by a vote of the Executive Board, which includes the elected and the appointed officers. Decisions made by the President and permitted by these By-Laws shall be approved by a majority of the Executive Board.

**ARTICLE VII: DUTIES OF EXECUTIVE BOARD & OFFICERS**

**7 The Executive Board:**

- 7.0.1 The Executive Board shall exercise the general management of all SBAUG affairs, subject only to the direction of the SBAUG membership. It shall request and receive such reports from the Secretary and Treasurer and special committees as it shall direct. It shall authorize the disbursements of SBAUG funds and perform such other duties as are required by the By-Laws. It may act on behalf of the membership in any matters not specifically provided for in these By-Laws.
- 7.1 The Officers:**
  - 7.1.1 The President shall preside at all meetings of SBAUG and of the Executive Board. The president may, if he or she so desires, assign the chairmanship of the whole or part of a meeting to any other member. The President shall, with the advice and consent of the Executive Board, exercise a general supervision over SBAUG affairs and perform such duties ordinarily incumbent upon a President.
  - 7.1.2 The Vice-President shall perform such duties as may be assigned to him or her by the President. The Vice-President shall assume all responsibilities of the President in the absence of the President.
  - 7.1.3 The Program Chairperson shall be responsible for planning all aspects of the regular general SBAUG meeting, including the speakers, the agenda, equipment, location, the announcement describing the upcoming program, and all other aspects of the general monthly program, as necessary .
  - 7.1.4 The Secretary shall handle the records and correspondence of SBAUG, subject to the direction and general supervision of the Executive Board, and shall keep correct minutes of all business transacted at the Executive Board meetings.
  - 7.1.5 The Treasurer shall collect dues and attend to all financial matters of SBAUG, as directed by the Executive Board, and maintain the membership database.
  - 7.1.6 If appointed, the Newsletter Editor shall be in overall charge of the publication and distribution of the SBAUG newsletter under the supervision of the Executive Board. The Newsletter Editor shall make recommendations to the Executive Board for the establishment of commercial and member advertising.
  - 7.1.7 If appointed, the Special Interest Group and Workshop (SIG/Workshop) Coordinator shall be responsible for planning all aspects of the special interest meetings of the Santa Barbara Apple Users Group, including the speakers, the agenda, equipment, location, the announcement describing the upcoming program, and all the aspects of the monthly SIG and workshop meetings necessary.
  - 7.1.8 The Webmaster shall be responsible for creating and maintaining the SBAUG web site, keeping its content current and accurate, under the supervision of the Executive Board.

**ARTICLE IV: TERMINATION OF MEMBERSHIP**

**4 Membership termination requirements:**

- 4.0.1 Any member may resign from SBAUG by written notice or e-mail message to the Treasurer; dues shall be forfeited.
- 4.0.2 Any member who fails to pay any indebtedness to SBAUG shall be automatically terminated.

*ARTICLE IV: TERMINATION OF MEMBERSHIP continues next page*

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**ARTICLE V: OFFICERS & EXECUTIVE BOARD continued**

- 5.0.3 The Executive Board shall consist of the elected Officers, Appointees and the immediate Past President. Elected and appointed members on the Executive Board shall have voting privileges on matters put to vote before the Board.
- 5.04 Election of Officers shall be in January, with terms to commence immediately.
- 5.0.5 The Executive Board shall designate a Nominating Chairperson by October 1st, who shall solicit and submit a slate of candidates by December 15th. Said candidates must be members in good standing. Nominations for Officers may be made by any member in good standing in writing or via email to the Nominating Chair on or before the close of business [5 PM PST] December 14th. Officers shall be elected by a plurality of the votes cast.
- 5.0.6 The term of office for an elected officer shall be one (1) year, renewable by election. The term of office for an Appointee to the Executive Board shall be until the first meeting following election of Officers.
- 5.0.7 All important users group [organizational] decisions shall be made by a vote of the Executive Board. Decisions made by the President and permitted by these By-Laws shall be approved by a majority of the Executive Board.
- 5.0.8 A quorum of the Executive Board shall be twenty-five percent (25%). A vote shall be carried by a plurality of votes cast.

**ARTICLE VI: DUTIES OF EXECUTIVE BOARD & OFFICERS**

**6.0 The Executive Board.**

- 6.0.1 The Executive Board shall be responsible for the general management of all SBAUG affairs. The Executive Board shall request and receive reports from the Secretary, Treasurer, Appointees and special committees. The Executive Board shall authorize the disbursements of funds and perform such other duties as are required by the By-Laws. The Executive Board may act on behalf of the membership in any matters not specifically provided for in these By-Laws.
- 6.1 The Officers.**
  - 6.1.1 The President shall preside at all General Membership and Executive Board meetings. The President may assign the chair of the whole or part of a meeting to any other member. The President shall, with the advice and consent of the Executive Board, exercise a general supervision over SBAUG affairs and perform such duties ordinarily incumbent upon a President.
  - 6.1.2 The Vice-President shall perform such duties as may be assigned by the President. The Vice-President shall assume all responsibilities of the President in the absence of the President.
  - 6.1.3 The Secretary shall handle the records and correspondence of the organization, subject to the direction and general supervision of the Executive Board, and shall keep correct minutes of all business transacted at the Executive Board meetings.
  - 6.1.4 The Treasurer shall collect dues and attend to all financial matters of the organization, as directed by the Executive Board, and maintain the membership database.

**ARTICLE VII: TERMINATION OF MEMBERSHIP**

**7.0 Membership termination.**

- 7.01 An individual may voluntarily terminate their membership by written notice or e-mail message to the Treasurer.
- 7.02 Any member who fails to pay annual membership dues within the month immediately following the end of the prior 12-month membership period shall be automatically terminated.

*ARTICLE VII: TERMINATION OF MEMBERSHIP continues next page*



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**ARTICLE IV: TERMINATION OF MEMBERSHIP continued**

- 4.0.3 Statement of charges, recommending expulsion of any member for cause, must be made in writing to the President. The President shall then meet with the Executive Board to investigate the charges.
- 4.0.4 A member may be expelled from membership for cause by a majority vote of the Executive Board or a two-thirds (2/3) vote of those members voting. Any unused dues may be returned to the member at the discretion of the Executive Board.

**ARTICLE VIII: AMENDMENTS TO BY-LAWS**

**8 General:**

- 8.0.1 The By-Laws may be amended or repealed, provided that notice in writing is e-mailed or mailed to each member at least fifteen (15) days prior to the vote. Such notice shall specify the changes to the By-Laws that are contemplated. By-Laws shall be amended or repealed only by a favorable vote of two-thirds (2/3) of the votes cast.

**ARTICLE IX: DISSOLUTION**

**9 General:**

- 9.0.1 The Santa Barbara Apple Users Group may be dissolved by a two thirds (2/3) vote of the membership. In the event of dissolution, remaining funds from the SBAUG Treasury are to be distributed to a similar organization or educational group at the discretion of the SBAUG Executive Board.

**END OF DOCUMENT**

Duly Recorded October 18, 2012  
SBAUG Executive Board Secretary

**PROPOSED**  
**By-Laws of the Santa Barbara Apple Users Group**

*As Endorsed By Executive Board - 07-November-2013*

**ARTICLE VII: TERMINATION OF MEMBERSHIP continued**

- 7.03 Statement of charges, recommending termination of an individual's membership for cause, must be made in writing to the President. The President shall then meet with the Executive Board to investigate the charges.
- 7.04 An individual's membership will be terminated with cause by a majority vote of the Executive Board OR a two-thirds (2/3) majority vote by the full membership. In both cases, a quorum [See Sections 5.0.8 & 3.2.4 respectively] must cast votes.

**ARTICLE VIII: AMENDMENTS TO BY-LAWS**

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**ARTICLE IX: DISSOLUTION**

**9.0 General:**

- 9.0.1 The Santa Barbara Apple Users Group may be dissolved by a two thirds (2/3) vote of the membership provided a quorum [Section 3.2.4] cast votes. In the event of dissolution, remaining funds from the Treasury are to be distributed to a similar organization or educational group at the discretion of the Executive Board.

**END OF DOCUMENT**

Proposed Revisions May 2013, 08-July-13, 04-Sep, 10-Sep & 30-Sep-'13, 03-Oct & 07-Oct-13, 06-Nov, 07-Nov & 08-Nov-13  
Audrey von B., Pia O., Jim T., ExecBrd and PMR