

BY-LAWS OF THE NORTH AMERICAN CURRACH ASSOCIATION

- I. Purpose of the Association – The North American Currach Association, hereinafter identified as NACA, has been formed to promote the sport of currach racing and to foster the Celtic marine or nautical heritage in North America. The Association is a non-political, non-profit organization.
- II. Functions – To support, coordinate and promote its member clubs.
- III. Organization – The Association consists of its elected officers, its member clubs and the individuals who are members in good standing within the member clubs. The Association is governed by its elected officers and the Executive Board, the latter being comprised of one representative chosen from each member club.
 - A. Elected Association Officers – The officers of the Association are: President, Vice President/Treasurer and Secretary. Although it is recognized that officers may be of either gender, for brevity, the term “he” is used in these By-Laws.

1. Duties

- a. President – The President is the chief Executive Officer and its official spokesperson. The President shall preside at all Annual Membership meetings and Executive Board meetings, shall Chair the Executive Board as a voting member, and shall manage the Association’s activities and programs in accordance with the goals and By-Laws of the Association. He is a non-voting member of the Board of Advisors. He is obligated to implement, to the best of his ability, policies recommended by the Board of Advisors. He is obligated to implement, to the best of his ability, policies recommended by the Board of Advisors and approved by the Executive Board. Although desirable, it is not necessary for the Presidential candidate(s) to have served as Association Vice-President, Treasurer and/or Secretary. The President is an ex-officio member of all permanent committees.
- b. The Vice President/Treasurer shall assist the President as directed by that officer and shall

served as presiding officer in his absence from properly convened meetings. However, the President's vote in the Executive Board shall not devolve upon the Vice President unless the President is incapacitated or has given his proxy in writing to the Vice President. The Vice President shall have a vote to break a tie. In the role as Treasurer, the Vice President/Treasurer shall collect, hold and account for the annual dues and any special assignments, gifts or donations received by the NACA. Notices of Clubs' annual dues obligation for the succeeding year will be included in the Secretary's Call for the Annual Meeting. These obligations must be received by the Treasurer no later than the annual meeting. He will disburse funds in excess of \$10.00 only with the written approval of the President and in excess of \$50.00 only with the approval of the Executive Board. He will maintain accurate and current financial records. He shall keep the President informed of the NACA's financial status and will present a typed financial report for approval by the Executive Board at the Annual Meeting. He shall be responsible for honoring financial commitments made in accepting external funds. By virtue of his Treasurer responsibilities, he shall serve as an ex-officio member of the Public Relations Committee.

- c. Secretary- The Secretary shall assist the President as directed by that officer. In addition he shall be specifically responsible for the NACA's internal communications. He shall prepare for the President's signature, any correspondence destined for parties external for NACA. He shall keep the minutes at all meetings and prepare a smooth official record of meeting minutes after their approval by the Executive Board. He shall keep files of NACA correspondence including, but not limited to, membership lists, applications for membership and supporting documents. The Secretary will serve as an ex-officio member of the Public Relations Committee.

B. Executive Board – The Executive Board shall serve as the governing body of NACA. It shall consist of the Association's President who will serve as its voting chairperson and one representative from each of NACA's duly admitted and fully qualified member club.

1. Each member club shall appoint one representative as voting member of the Executive Board and notify the President in writing within 30 days of the Annual Meeting of that person's name, address and telephone number. Each member of the Executive Board should reflect the majority view of his respective club and must be interested in the democratic process of properly operating the Association. This member shall serve as the official spokesperson to the Association for his club during his term in this office.
2. The NACA President shall not represent by vote the member club of which he is a member. In the event that the Vice-President is serving as the presiding officer due to the absence or incapacity of the President, he shall exercise the vote of the Office of the President only when he has the President's proxy vote. Incapacity is defined as suffering a mental or physical disability which precludes the officer from carrying out the duties of his office effectively. Unless specified elsewhere in these By-Laws, votes will be decided by a 2/3 vote of a quorum.
3. Issues requiring voting approval by this Board include: By-Laws revisions, management and fiscal policies, financial expenditures in excess of \$50.00, loan fund, drafting By-Laws and Revisions, protests and disciplinary actions, Advisory Board appointees and recommendations, Permanent Committee recommendations, applications of new clubs, etc.

C. Member Club Presidents – Responsibilities of Club Presidents, when representing the Association include:

1. Membership activities fall within the Association requirements and guidelines.
2. Club elections are conducted within the guidelines of the Association.

3. A representative to the Executive Board is properly chosen.
4. Conduct of his club membership at Association meetings and Association sponsored regattas.
5. Open and two-way communications of appropriate information between the Association and his membership.
6. Proper acquisition, maintenance and expenditure of all funds raised or handled by his club in the name of the Association.
7. Providing a listing of Elected Club Officers to the Association, including addresses and telephone members.
8. He is ultimately responsible for the conduct and integrity of his club, particularly when that club serves as the Host Club for either the Annual Membership Meeting or regatta.

D. Permanent Committees – The purposes and structures of each of the Committees are described in Section IX, B.

1. There are four committees. They are: The Public Relations Committee, The Celtic Heritage Committee, the Regatta Committee, and The Currach Construction Committee.
 - a. Committee Responsibilities – Committee chairman will be appointed by the President. Membership on the committees will be comprised of both volunteers from member clubs and those solicited by committee chairmen. The President and the Vice President will interact with the committee chairmen to mutually establish goals, approaches, milestones, budgets and reporting schedules. Committee chairmen have the responsibility for the operations and conduct of the committees. The Association Vice President is responsible for organizing the committees and

assisting the committee chairmen as appropriate in order to streamline reports at the Annual Meetings. Chairmen should submit a legible fund draft of their annual reports to the Vice President no later than two months before the General Membership Annual Meeting (or no later than December 10). The President will respond with comments reflecting the Executive Board views within 30 days after receipt, and no later than January 30. The final written committee annual reports will be filed by the Committee Chairman with the Association Secretary. Committee chairmen will also present a brief oral summary report of committee highlights at the annual meetings. Committee chairmen will transfer all appropriate committee material to the new committee chairmen, when such changes occur.

IV. Membership

- A. General – In pursuit of the purposed of the Association, members (individuals and Clubs) must have a verifiable active interest in cultivating and promoting the sport of currach racing and the Celtic heritage and culture. An individual need not be a rower to join, or become a rower to retain membership.
- B. Individual – Individuals are members of the Association by virtue of their membership in good standing in a member club.
 - 1. No one meeting these qualifying requirements may be excluded because of race, color, religion or gender.
 - 2. Specific membership rules may be drafted by member clubs to meet additional goals or requirements of these clubs, but these rules must be in accordance with, and within the bounds of, the Association membership qualification guidelines stated above.
- C. Clubs – In addition to the basic membership requirements, Clubs must be interested in working to improve the cooperative and democratic nature of the Association.

1. Each Club must be, and remain predominantly Celtic in nature by virtue of its individual members' interest in Celtic matters.
2. Club Admission to NACA
 - a. A formal approval of Application for Admission to the NACA will be decided by a favorable vote by a minimum of two-thirds of the Executive Board
 - b. Applicant clubs must:
 - i. Apply by letter, which letter must state that each charter member of the club has read, understands and will fully support the By-Laws of NACA. The application must be accompanied by:
 1. A typed list with the name, address, telephone number and position of each club officer in good membership standing.
 2. A list of the number of charter members, list of the number of rowers, if any, in men and women categories.
 3. A copy of the club's By-Laws, if appropriate.
 4. A \$25.00 application fee.
 - ii. Preferably have their officers appear before the Executive Board at the General Membership Annual Meeting, or at any Association regatta. If attendance at these functions cannot be arranged, the applicant club may be granted probationary status until the next annual meeting or Association regatta.
 1. Probationary status – applicant club must show an active interest in the

Association's activities, i.e., regattas, fundraising, permanent committee efforts, etc.

V. Meetings –

A. General – Formal Association meetings will consist of: Annual Membership Meeting (s) and Executive Board Meeting (s), when appropriate.

1. Protocol- Meetings shall be conducted in accordance with the "Robert's Rule of Order". A parliamentarian shall be appointed by the President at each meeting.
2. Quorum – A quorum of any meeting shall be deemed to exist if more than fifty percent (50%) of the Executive Board's voting membership are present. A quorum must be present in order for votes taken to be valid.
3. Meeting Notification – The President shall cause the Secretary to provide notification in writing by U.S. mail to each member of the Executive Board and to the Presidents of the member club, if they are not one and the same, of all upcoming meetings not less than sixty (60) days prior to the date of the meeting. Delivery of meeting notification by U.S. mail shall be assumed. Claims of non-delivery will be entertained.

B. Annual General Membership Meeting and Executive Board Meeting – Shall be called by the President at a time and place concurred in by the Executive Board. The primary purposes of the meeting will be to conduct election of officers, to present revisions or amendments to the By-Laws enacted by the Executive Board, to review and assess the activities of the past year, to discuss new business, to vote on the application for admission of prospective member clubs and to formulate the regatta schedule for the upcoming season. The meeting will take place between February 15th and March 15th of the year. Attendance at the meeting will be open only to NACA members in good standing and whose membership must be certified by their parent club. Only those others who have the specific approval of the Executive Board shall be admitted to the meeting. Only members will be present during elections. No electronic or photo or sound process or optical recording devices other than writing materials will be placed or carried into the

meeting without the express consent of the President. The Vice President shall be responsible for enforcing attendance restrictions and recording device restrictions.

1. Host Club – The host club is not responsible for costs of lodging or meals for visiting club members; hosts clubs may elect to cover these costs. The host club is responsible for:

- a. providing a suitable meeting site and facilities
- b. providing an evening social program, and
- c. assisting visiting club members to find suitable local lodging, restaurants, etc.

C. Executive Board Meetings – Shall be called at the discretion of the President. As a minimum, the Executive Board will meet as required in closed session not less than thirty (30) days prior to the Annual General Membership Meeting to conduct the administrative and legislative business of the organization and to prepare for the upcoming General Membership Meeting.

VI. Elections

A. Nominations – The President may select a Nominating Committee from among the Executive Board. The slate of officers selected by this body must be identified in the Secretary's call for the Annual General Membership Meeting. Nominations for election to office may also be received from the floor at the Annual General Membership Meeting. A maximum of one nominee for each officer under consideration will be accepted from each member club.

B. Voting – Election of officers will be conducted at the General Membership Meeting. The President will not have a vote for President if he is a candidate for another term; he may vote for the election of other officers. Voting in elections will be restricted to properly designated members of the Executive Board. Election to office will be by two-thirds (2/3) of a quorum. In the event that no nominee receives the majority of the votes cast, the two candidates with the most votes shall stand in a runoff election. Should an impasse exist as a result of the runoff election, that election and its nominations will be considered by null. The President will open the floor for nominations and will again conduct the election. If a second impasse results, the President, if an impasse candidate for

reelection, will succeed himself for a full term. If the President is not a candidate involved in the second impasse, the current Vice President shall be declared the President or, should he decline office, the Secretary will be declared the new President.

C. Terms of Office

1. President – Shall serve for one year and may succeed in office for no more than two consecutive years. He shall be elected at the Annual General Meeting.
2. Vice President/Treasurer – Shall serve for one year and may succeed in office if reelected, without limitation. The Vice President/Treasurer will be elected at the Annual General Meeting.
3. Secretary – Shall serve for one year and may continue in office if reelected, without limitation.
4. Executive Board Members – Shall serve at the discretion of their parent NACA clubs.
5. Committee Chairmen – Following selection by the President and approval by the Executive Board, shall serve at the discretion of the President. Their term of office is not fixed.

VII. Finances

A. Acquisition – The Association will acquire funds in order to enable its officers to carry out their administrative functions without undue personal cost. Association officers will not be eligible for reimbursement for travel, lodging or meal expenses from NACA funds.

1. Member Clubs –

- a. Dues – Each member club will be assessed annual dues of \$100.00, which will be payable prior to May 1st. A membership year is the calendar year, January 1 to December 31. Failure to pay annual dues will result in suspension of voting privileges on the Executive Board for that Club and from racing competition, until such dues are paid. The \$25.00 initiation fee, payable by

new clubs applying for membership, will be considered as that Club's annual dues until the next scheduled General Membership Meeting. If initial membership occurs after October 1, this fee will be considered the following year's dues payment.

- b. Fundraising – Clubs will be responsible for raising their own funds.

2. Association

- a. Fundraising – The Association may raise addition funds for publicity of Association activities, Association regatta championship awards, etc. and to supplement member club financial shortfalls as necessary by assisting with travel expenses, program development, currach construction, etc.
- b. Financial Assistance to Clubs – Financial assistance to clubs, if possible, may be either in the form of loans, and/or grants, which have been approved by the Executive Board.

B. Disbursements - \$1000.00

VIII. Code of Conduct – The integrity, bearing, style and discipline of the Association are directly reflected in the conduct of the member clubs and their individual membership.

A. Each member club bears the responsibility of representing the best of the Association when it acts as a member of the Association. Further, each member club is responsible for the conduct of its individual members at Association functions, and while serving in the name of the Association.

- 1. Where a complaint or conflict arises between member clubs or individuals in more than one club, it is the responsibility of the club officers of those clubs involved to amicably and equitably resolve the situation. Where such conflicts or complaints cannot be resolved at the club level, the dispute will be referred to the Executive Board for action. Such internal matters must not be brought to the attention

of the media or the general public meeting pending completion of the appeals process.

2. Breaches of good conduct or race rules at regattas which are, in the judgment of the Regatta Committee, of such a serious nature as to either bring public discredit upon NACA or seriously disrupt harmonious relationships within the Association, or reflect unfavorably on the host club, will be referred to the Executive Board for action.
3. Grievance Process – The grievance process will be instituted within 30 days of the receipt of the grievance request. The Executive Board will act only on written complaints submitted by clubs, individuals, or Committees. Such complaints must clearly state the problem, until the grievance is resolved, the President will request a review or status report at intervals not exceeding three months and what has already been done to attempt to resolve the problem. As with all other voting, a two-third (2/3) majority of a quorum will be required to pass a judgment, and, impose appropriate penalties. The President will inform the individual(s) or club(s) in writing within thirty (30) days of the action taken by the Board, with a copy to each Board member and a copy to the presiding officer of each member club.
4. Appeals – An appeal of the Executive Board's action may be permitted if the judgment or penalty is claimed to be unfair based upon the evidence presented, or if new and convincing evidence is presented.
5. Misconduct – Misconduct includes: unduly maligning the character of the Association or its member clubs or individuals, public defamation of the Association or its members, poor sportsmanship in regattas, misappropriation of Association, member club or individual member funds, etc.

IX. Permanent Committees –

A. General – See Section III, D

B. Purposes and Structures

1. Competition
2. Public Relations
3. Celtic Heritage
4. Currach Construction

X. Amendments and Revisions of By-Laws – Amendment and revision to these By-Laws may be proposed in writing by any NACA member any time during the year, but no later than ninety (90) days before the General Membership meeting. The amendment or revision will be proposed by or submitted to the By-Laws will be included in the Secretary's call for the General Membership Annual Meeting. These By-Law changes will be considered by the Executive Board only if presented legibly if they are accompanied by a statement justifying the proposed revisions and amendments. By-Laws will be voted on only at the General Membership Meeting.

