

# Druid City Pride, Inc. Constitution

## Article I – Name

The name of this organization shall be Druid City Pride (DCP).

## Article II – Purpose and Objectives

### Section 2.1 – Purpose

Druid City Pride is a 501(c)(3) non-profit community organization that serves and advocates for lesbian, gay, bisexual, transgender, queer and questioning (LGBTQ+) members of the West Alabama community and their allies.

### Section 2.2 – Objectives

In pursuing its purpose, DCP maintains the following objectives:

- To host an annual Pride Festival that is accessible to all LGBTQ+ persons in West Alabama
- To provide opportunities for LGBTQ+ families to gather and foster community
- To identify and support faith communities that welcome LGBTQ+ persons to their worship fully, wholly, and without malice
- To identify and support local businesses who conduct transactions with LGBTQ+ persons or their allies openly, inclusively, and without bias
- To maintain diverse membership within our organization leadership and broader volunteers/membership

## Article III – Relationship

DCP will maintain no formal relationships with any other local, state, national, or international organization. We shall collaborate with organizations on case-by-case basis as deemed appropriate by board/leadership.

## Article IV – Membership

### Section 4.1 – General Membership

There is no official status of “member” of DCP. Events are primarily designed to be open to the public, with occasional exceptions to comply with age-related restrictions or other conditions relevant to an event.

### Section 4.2 – Nondiscrimination

Membership in DCP shall be open to all eligible members of the West Alabama community without regard to race, religion, sex, ability status, national origin, color, age, gender identity, gender expression, sexual orientation, or veteran status.

## **Article V – Organizational Leadership Positions**

### **Section 5.1 – Board of Directors**

The DCP Board of Directors shall be composed of a minimum of seven (7) members and a maximum of nine (9) members: President, Vice President, Secretary/Treasurer, and four (4) to six (6) Board Members. Individuals must serve on the Board for one year before being eligible to run for Officer.

Duties of each role are as follows:

**President:** Runs monthly meetings, provides overall direction for priority of activities/projects, issues or initiatives for the year, serve as primary contact person for media, collaborating organizations, and city/county/state leadership.

**Vice President:** Assists President in day-to-day needs of the organization and may be assigned special projects or initiatives as needed.

**Secretary/Treasurer:** Records minutes at all Board meetings, runs board elections, has deposit/withdrawal powers to DCP financial accounts, supply's a monthly financial report, prepares annual financial reporting at end of fiscal year (Dec 31).

The term of service for each Officer position is one (1) year, with the chance for re-election up to three (3) consecutive years. In the rare occurrence that there are no Board Members able or willing to take over an officer position when the current Officers term is over, the current Officer may remain in that position with a majority vote by the full Board.

**Board Members:** Attend monthly meetings and provide input/feedback to Officers about activities, projects, and initiatives of DCP. Expected to help plan, attend, and execute all DCP activities. Serve as a check to Officer power within the Board and participate in the approval and any constitutional amendments or bylaw changes. Term of service: TWO (2) years, with the chance for re-election three (3) times (eight 8 years total). After serving three (3) terms a Board Member must be OFF of the board for two (2) years before they can be elected back onto the Board.

### **Section 5.2 – Committees**

The Board may form ad-hoc committees for periods as deemed necessary.

## **Article VI – Electing Board of Directors and Officers**

### **Section 6.1 – Timeline**

Board of Directors: October 31 shall serve as deadline to announce intentions to run for re-election to Board. New Board applicants will follow the Board Application Process (see Section 6.3). Selections are made at the December board meeting (see Section 6.4).

Officers: Election of Officers will take place at the January board meeting.

#### Section 6.3 – Application Process

Board of Directors: Board application process will occur during the weeks following the October Pride Festival and before the November Board meeting. The application process can be no less than two (2) weeks and must be promoted through all DCP social media outlets. Any person over 21 years of age may apply for a position on the Board of Directors. Names and introductory information shall be provided to current board members at or before the November Board meeting. Applicants are permitted to speak on their own behalf at that meeting. Speeches of endorsement or support will be allowed only as time permits.

Officers: The nomination and election of Officers will take place at the January board meeting. Any Board member with at least one (1) year of service on the Board may run for an Officer position.

#### Section 6.4 – Election Procedures

Board of Directors: Election of Board members shall occur at the December board meeting. Current board members vote to fill vacancies on the new Board. In the case of a tie, the current Officers shall vote to break the tie.

Officers: Election of officers shall occur at the January board meeting after the incoming board has been selected. Incoming Board members vote. Voting for oneself is allowed.

#### Section 6.5 – Election Certification

Newly elected, appointed, confirmed Officers and Board members will be announced on all DCP social media outlets before the February Board meeting or as soon as possible.

### Article VII – Removal of Officers/Board Members

Officers or Board Members may be removed in the case of malfeasance, misfeasance, or vacancy. Board members or officers may initiate the removal process by placing a motion for removal on the agenda of a regular or special session of the Board. A removal motion that is on the agenda may be considered and voted upon at the same meeting. A removal motion that is brought up at a meeting must be considered and voted upon at the next Board meeting. Person subject to removal is not eligible to vote on the motion. Majority rules on the

vote; ties may result in a vote to postpone or a vote to dismiss the motion.

## Article VIII – Meetings

Officers - Officers may call Executive Meetings for specific business only relevant to officer functions. These should be announced and, if possible, have minutes shared. Examples of issues for a special Executive Meeting might be signing new bank account paperwork or other secretarial duties. Major DCP business should not be conducted in special Executive sessions and improper calling of such meetings may be grounds for removal of officers (see Article VII).

Board - The Board shall meet monthly. All board members may call for a special meeting at any time, and majority board approval must be gained for special sessions to be held.

## Section 8.2 – Quorums

Quorum is required at Board meetings for elections, removal of officers, and amendment of constitution or bylaws. Quorum shall be defined as two of three elected officers (minimum) and two of four board members (minimum).

## Section 8.3 – Meeting Procedures

Board meetings shall be conducted in accordance to an agenda shared at or before the meeting. Amendments to the agenda may be made at the outset of the meeting, using Robert's Rules of Order to propose, discuss, and vote on amendments. Discussion and deliberation of agenda items will proceed in consensus mode unless an Officer or Member proposes that an issue be handled via Robert's Rules of Order. All items that require Board votes (for example, adopting a new logo, formalizing a partnership, choosing a Pride date) shall be conducted via Robert's Rules.

## Section 8.4 – Meeting Records

The Secretary/Treasurer shall take minutes at every Board meeting. These minutes will be shared directly to all Board members via digital or paper copy (their preference).

## Article IX – Finances

### Section – 9.1 Financial Accounts

All funds associated with DCP shall be maintained in checking and savings accounts in accredited local banking establishments. Officers, Board Members, and Volunteers shall never deposit DCP funds into their personal accounts. Cash amounts should be deposited or delivered to the Secretary/Treasurer with all deliberate speed. Deviation from these expectations may result in removal from a position.

### Section – 9.2 Access to Financial Accounts

The Secretary/Treasurer shall be principal Officer in charge of withdrawals, deposits, and monthly budget reports. The President shall cosign on all bank accounts. The Board may vote to select a third co-signer.

#### Section 9.3 – Fiscal Year

The fiscal year for Druid City Pride shall be January 1 to December 31. Officers shall prepare and submit all reporting documents regarding finances before December 31 of each year.

### Article X – Constitutional Amendments

#### Section 10.1 – Proposing Constitutional Amendments

Any Board Member may propose a constitutional amendment. Proposals should be provided in hard copy, as an agenda item at a regular monthly meeting of the Board. If a special session is called to propose constitutional amendments, prior notice must be given to insure fullest Board participation. At minimum, proposals must be introduced at one Board meeting then discussed and voted on at the next Board meeting (two (2) meeting process at minimum).

The Board is advised to revisit the constitution at regular periods, not to exceed five years.

#### Section 10.2 – Ratifying Constitutional Amendments

Only Board members shall ratify amendments to the constitution. Quorum must be reached to ratify any amendment(s). Lack of quorum will result in postponing a vote on the amendment(s) until the following meeting.

### Article XI – Dissolution of Organization

Should the organization become dissolved, any remaining balance of funds shall be donated to an Alabama-based nonprofit with goals consistent to those of DCP. Outgoing or remaining Board members shall decide the recipient of funds.

*Adopted February 11, 2017*

*Amended July 8, 2019*

*Amended June 23, 2020*