

BY-LAWS OF THE ARGONNE CLUB

Revised January 12, 2006

Article I – Purpose

The purpose of this Club is the following:

To sponsor activity groups that promote good fellowship, healthful recreation, and other matters of common interest for employees, including:

- a. Athletic games, such as softball, baseball, tennis and volleyball
- b. Social events, such as dances and picnics
- c. Cultural events, such as plays and concerts
- d. League sports, such as golfing and bowling
- e. Recreational activities, such as bicycling and running
- f. Hobbies and specialties, such as arts & crafts, personnel computers and amateur radio
- g. Promote cross cultural awareness and diversity

Article II – Membership

Section I – Classes

The membership shall consist of three classes as follows:

- a. **Regular Members** – shall consist of all full-time employees of the Laboratory.
- b. **Associate Members** – shall consist of all retired Laboratory employees, all part-time employees of the Laboratory, all employees of the Chicago Operations Office of the Department of Energy, and all consultants, and other persons associated with/or assigned to the work of the Laboratory.
- c. **Active Members** – shall be those Regular or Associate Members who have paid their annual dues for the club year for any affiliated club. No Active member may transfer his/her active membership to any other person
- d. **Guest Members** - Family and friends of Active members within the affiliated club.

The final determination of eligibility rests with the Board. The board will ensure that there is no illegal discrimination.

Argonne National Laboratory Club Board of Directors will not approve an affiliated club status for groups that promote or advocate particular religious or political positions.

Section II – Dues

Dues are not required of a Regular or Associate member unless he/she joins one of the affiliated clubs. Any Regular or Associate Member who pays annual dues to any affiliated club, thereby, becomes an Active Member. The annual Argonne Club dues are one dollar (\$1.00) per Active Member per affiliated club for the activity year. The dues are payable 30 days after the start of the club year, and monthly, thereafter, as new members are acquired. Active membership becomes effective at the time of payment. No dues are refundable, unless authorized by the Board.

Section III – Termination of Membership

- a. Any member who terminates his/her employment with the Laboratory or the DOE-CH or ceases his/her assignment to and association with the Laboratory, automatically surrenders his/her membership as of the date of separation. This will also surrender any Guest Memberships associated with the terminating member. All retired Laboratory employees will become Associate Members on their first day of retirement.
- b. Any payment of dues for an affiliated club by a Regular or Associate Member may be refused by the Board, thereby, prohibiting that member from becoming an Active Member. Also, annual activity dues may be refunded to an Active Member by the Board, thereby, revoking his/her active membership.

Article III – Privileges

All members are entitled to participate in and take advantage of programs and activities sponsored by the Club and to participate in any affiliated club without regard to race, color, religion, sex, age, or national origin. Any affiliated club may receive for any one activity year an amount of money from the Argonne Club proportional to the number of Active Members engaged in the activity, to an extent determined by the Board. The Board of Directors shall be empowered to declare any such affiliated Club disbanded whenever, in the judgment of the Board, such club is no

longer functioning pursuant to its constitution, by-laws or Laboratory Policy. In the event of the disbandment of any such affiliated club, all funds and other property on its custody shall revert to the Argonne Club.

Article IV – Board of Directors

Section I – Composition

The Board shall consist of eleven directors; nine elected by the membership and two appointed by Laboratory management (Treasurer and Management Representative). All directors, elected and appointed, shall have equal voting power. Each elected director shall have a continuous term of three Club years. Three directors shall be elected each December for a term of office for the subsequent three Club years. The term of office for the appointed directors shall be at the discretion of Laboratory management.

Section II – Board Authority

The Board shall be responsible for the control and management of the Club, including:

- a. The plans and program for activities sponsored by the Club.
- b. The establishment, supervision, and control of all affiliated clubs formed pursuant to these by-laws. Such affiliated clubs shall conform to rules and procedures established by the Board and published in a document entitled, "Relationship between the Argonne Club and Affiliated Clubs."
- c. The allocation of funds in support of approved activities payable to the Affiliated Clubs.
- d. The acquisition, use, and issuance of equipment and other assets belonging to the Club.
- e. The regulation of active membership.
- f. The appointment of nominating committees.

Any action by the Board shall be deemed official if such action is supported by a majority of the Board present at a meeting at which at least a quorum, consisting of six members of the board, is present.

Section III – Duties of the "Member" of the Board

The President is responsible for:

- a. The principal officer of the Club and is responsible for the execution of official action by the Board.
- b. The conduct of all club/board meetings
- c. The assignment of duties to other directors.

The Vice-President is responsible for:

- a. All duties of the President in his or her absence.
- b. Chair or co-ordinate all sub-committees of the Board.

The Secretary is responsible for:

- a. Prompt submission and circulation of minutes of all meetings
- b. Scheduling and notifying members of any meetings

The Treasurer is responsible for:

- a. Proper accounting of Club funds
- b. Preparation of monthly Club financial reports
- c. The signing of purchase orders, ANL-88's, and service requests
- d. Maintain an annual roster of affiliated clubs for reimbursement purposes

The Management Representative is responsible for:

- a. Retain the Argonne Club and the affiliated club bylaws
- b. Serves as the liaison between the Laboratory Management and the Board
- c. Other duties assigned either by management or the Board.

The remaining directors shall carry out duties, either temporary or permanent, as directed by the President of the Board.

Any Board Director can initiate a purchase order, ANL-88, or service request for disbursement or reimbursement to the Club Treasurer for approval/signature.

Section IV – Election of Directors

a. Eligibility for Directorship

- i. Any Regular or Active Member meeting the following criteria may be elected as a director:
- ii. A full-time Laboratory employee for at least 1 year preceding the month of election.

- iii. Must not have been denied an active membership.
- iv. Must not have had an active membership revoked.

b. General Election

A nominating committee, appointed by the Argonne Club Board of Directors shall consist of four Board Members. During the month of October, the nominating committee board will put out a lab-wide request for new Argonne Club Board of Director members. The nominating committee shall have ballots available for all voting members no later than the tenth of December. These ballots shall present the candidates for the directors whose terms expire with the current Club year and any other vacancies of the Board, and shall indicate the number of directors to be elected. Also, the ballot shall provide space for write-candidates. The directors shall be elected by popular vote. All Regular members are eligible to vote, and the voting shall be done by secret ballot, by the date posted on the ballot.

In the event there are equal or less candidates than vacancies on the Board of Directors, no formal lab-wide election is required. The current Argonne Club Board of Directors will vote on any nominees.

Any vacancy on the Board caused by a director resigning or otherwise terminating his/her directorship will be filled by the candidate having received the next highest number of votes in the current year's election. Where more than one vacancy is to be filled, the candidate with the highest number of votes shall be selected for the longest available term of office. These directors shall be considered to be elected directors.

c. President of the Board

The President for the Club year shall be elected by the directors at the final Board Meeting of the Club Year and shall take office at the first meeting of the new year. This election shall be directed by the current President of the Board, which action shall be his/her final official duty. Management Representatives shall not be eligible to be the President. All continuing directors and outgoing directors, shall participate in the election.

Article V – Meetings

Special meetings of the Board may be called at any time giving at least one week's notice.

Regular meetings of the Board shall be held monthly and shall be open meetings.

Special meetings of the Board may be called by the President or Secretary and may be designated as either open or closed meetings.

The latest edition available of Robert's Rules of Order shall govern the conduct of all meetings.

No meetings of the Board can be held unless there is a majority of Directors present.

Article VI – Books and Records

The Club shall keep correct and complete records, and minutes of the proceedings of its meetings of the Board of Directors. All records of the Club may be inspected by any member, or his agent or attorney, for any proper purpose, at any reasonable time.

Article VII – Amendments

These By-Laws may be altered, amended, or repealed or new By-Laws may be adopted by the Board provided that at least five days notice is given to the Board by any director intending to submit a motion to alter, amend or repeal or to adopt new By-Laws at such a meeting. The By-Laws should be kept current by the Board.