

**Forgotten Coast Parrot Head Club
1172 West Pine Avenue
St. George Island, FL 32328
850-323-1446**

Bylaws

Article One – Name and Mission Statement

This incorporation shall be known as the Forgotten Coast Parrot Head Club of Franklin County, Florida and shall be referred to hereafter as FCPHC.

FCPHC is a not-for-profit organization that provides a variety of volunteer and charity efforts in the local, regional, national, and international communities for social and environmental causes. FCPHC is open to anyone with a tropical spirit and a desire to contribute to the betterment of the community.

The motto of FCPHC is “Party with a Purpose,” promoting friendship and social events for people with similar interests, including the enjoyment of the tropical spirit of Jimmy Buffett’s music and writings. In the process of making new friends and having fun, we believe in leaving something positive behind through volunteer and charitable efforts.

Article Two – Membership and Dues

FCPHC membership shall be open to all persons, regardless of sex, creed, national origin, or sexual orientation, with an interest in the music of Jimmy Buffett and the island lifestyle he personifies.

An applicant shall complete a membership form and present it signed, with fee attached, to the board members for approval.

It is the responsibility of each member or legal guardian to act in a responsible manner and adhere to all laws, specifically as they pertain to alcohol. FCPHC does not provide alcohol to any club member.

A single membership includes one individual. Dues shall be \$20 per calendar year.

A family membership includes couples or singles and their children under the age of 21. Dues shall be \$25 per calendar year.

An honorary membership may be extended to those individuals who provide in-kind services to FCPHC. Dues shall be \$0 per calendar year. An honorary member is a non-voting, non-dues-paying club member approved by the Board of Directors.

FCPHC founding members are not required to pay annual dues. The four founding members are Allison Moore, Jeff Moore, Diane Hartle, and James Hargrove.

A Club member in good standing shall:

1. Abide by all FCPHC bylaws.
2. Pay annual dues as set forth by these bylaws.
3. Have an interest in Jimmy Buffett’s music and island lifestyle.
4. Have an interest in community service and environmental causes.
5. Be committed to achieving the shared goals of FCPHC.
6. Earn lanyard cards for participation in club events.

Any membership may be revoked for just cause, including but not limited to: use of illegal drugs or substances, misconduct at meetings, and misrepresentation of FCPHC outside of club activities. Any member may be expelled

from FCPHC after written charges have been presented by the Board of Directors. A terminated member must wait at least six months before reapplying for active membership. Ticket privileges and participation in club activities will be revoked if a member is terminated and he/she shall not receive a refund of any monies.

Article Three – Meetings

The Board of Directors shall meet once a month or as needed. Meeting minutes may be made available to club members on request.

FCPHC shall have a general business meeting on the first Wednesday of each month. Social time will begin at 5:00 p.m. The meeting shall begin at 5:30 p.m. Additional meetings may be scheduled by the Board of Directors. All decisions will be made by a simple majority vote by present members. A majority of the Board of Directors must be present to hold any vote.

Article Four – Elections

FCPHC will elect officers for a one-year term. Offices shall be Captain (president), First Mate (vice president), Log Keeper (secretary), Booty Keeper (treasurer), and two at-large members. There are no term limits. Nominations for each office should be accepted at the November general meeting, and elections should take place at the December general meeting. Officers should take office on January 1st of each year.

Article Five – Board of Directors

The Board of Directors shall be responsible for insuring that all activities conducted by FCPHC abide by the bylaws of Parrot Heads In Paradise, Inc. and Forgotten Coast Parrot Head Club, Inc. Copies of bylaws are available upon request. The Board of Directors shall always include the four original founders: Allison Moore, Jeff Moore, Diane Hartle, and James Hargrove.

The CAPTAIN shall:

1. Be the executive officer of FCPHC.
2. Be a voting member of the Board of Directors, with signatory privileges.
3. Preside over all meetings when present and have the power to call special club and Board of Director meetings.
4. Be the liaison between FCPHC and Parrot Heads in Paradise, Inc.
5. Complete and submit annual renewal application, semi-annual reports, and annual reports to PHIP.
6. Oversee and maintain FCPHC Facebook page and any other FCPHC publications.
7. Inform club members, via email, Facebook, and/or text messages, of scheduled events.
8. Appoint vacancies to the Board of Directors and committee chairpersons and members.
9. Work to resolve complaints and issues with FCPHC and PHIP.

The FIRST MATE shall:

1. Have the powers and duties of the Captain in his/her absence.
2. Be prepared to succeed to the presidency if the current Captain is unable to complete the term.
3. Be a voting member of the Board of Directors.
4. Help oversee all FCPHC events.
5. Coordinate the obtaining and distribution of concert tickets.
6. Coordinate activities and events with outside clubs.
7. Keep a record of all members' volunteer hours.
8. Insure all PHIP and local charity guidelines are met.

The LOG KEEPER shall:

1. Insure meeting minutes are recorded at Board of Director and general business meetings.

2. Be prepared to report minutes from previous meetings upon request.
3. Be a voting member of the Board of Directors.
4. Maintain attendance log.
5. Be prepared to preside over all FCPHC meetings in the absence of the Captain and First Mate.

The BOOTY KEEPER shall:

1. Collect, deposit, and record all financial transactions.
2. Balance account and issue checks with authorized signatures for expenditures and donations.
3. Be a voting member of the Board of Directors, with signatory privileges.
4. Maintain a list of members and dues.
5. Be prepared to report financial status upon request.
6. Be prepared to preside over all FCPHC meetings in the absence of the Captain, First Mate, and Log Keeper.

The MEMBERS-AT-LARGE shall:

1. Be voting members of the Board of Directors.
2. Serve as liaisons between club members and the Board of Directors.
3. Inform club members of scheduled events and post club members' special occasions.
4. Chair special events as necessary.

If any board member misses three consecutive scheduled meetings without just cause, his/her resignation will be assumed. A majority vote of the remaining Board of Directors is necessary to conduct business.

Article Six – Non-Elected Committees

The purpose of committees is to ensure that day-to-day functions and scheduled events of FCPHC are completed in a timely manner and to encourage member participation. Committees are expected to work closely with the Board of Directors. The Board of Directors may appoint Chairpersons to committees as necessary. Chairpersons will be expected to direct and organize all aspects of their assigned event or activity. The Board of Directors also may develop standing committees when they see fit.

Article Seven – Altruism

Designated charities shall be approved by the Board of Directors. Events and activities will have a portion of their proceeds donated to a designated charity, determined prior to each event. FCPHC will donate time and/or money to at least one local charity each year. FCPHC will be involved in at least one environmental cause each year. Club members may recommend charities to the Board of Directors.

Article Eight – Miscellaneous

All materials, including T-shirts, promotional items, raffle donations, auction donations/gifts, etc., acquired by any member in the name of FCPHC for express purpose of FCPHC's use must be presented to the Board of Directors.

Any funds imposed on FCPHC due to insufficient funds by any club member will be charged to that club member.

FCPHC is required to pay international dues each January to Parrot Heads in Paradise, Inc. to enjoy the benefits of charter membership. Annual renewal dues are \$75 for clubs totaling seventy-five or less members. An additional \$1 is charged for every member over seventy-five, based on the end-of-year count.

FCPHC shall maintain the articles of incorporation with the State of Florida, sending payment each spring to Sunbiz.gov.

FCPHC shall maintain their not-for-profit status with the federal and state governments until it is deemed necessary to convert to a nonprofit status of 501(c)(3).

FCPHC will comply with all changes in PHIP dues without a change in their bylaws.

FCPHC T-shirts will be made available each spring for purchase and are solely for use by club members. Special event T-shirts may be made and shall be available for club members and participants. There may be a cost for these shirts.

Article Nine – Waiver of Liability

FCPHC neither approves nor assumes responsibility for actions by any member which may result in deliberate injury to persons or damage to property. FCPHC is not responsible for loss or damage to personal property at any club event or any personal injury. No club member, officer, or entity of FCPHC is authorized to contact HQ Management or Margaritaville, Inc., its successors, and/or assets, regarding promotional materials provided by the said organizations to FCPHC or any matter pertaining thereto. All contacts to the aforementioned entities must be through PHIP, Inc. FCPHC shall not provide alcohol for any club events. Members are responsible for their own actions and asked to drink responsibly.

Article Ten – Amendment and Adoption of Bylaws

Once adopted, the bylaws can be changed in the following manner:

1. Any proposed revision must be presented to the Board of Directors for approval.
2. Any approved revision shall be presented the club members to review and comment on for a period of 30 days. After review period, club members shall accept or deny any revision by a simple majority vote taken at the next general meeting.

Approved: October 4, 2016.

Allison Moore, Captain

Jeff Moore, First Mate

James Hargrove, Member-at-Large

Diane Hartle

Christine Hall