

**METUCHEN UNDERWATER DIVERS, INC.**  
**BY-LAWS**  
**SEPTEMBER 1993**

**Article 1 Name Of Organization**

Section 1 Name:

The Name of the organization shall be "Metuchen Underwater Divers, Inc."  
Henceforth known as MUD.

**Article 2 Object of MUD**

Section 1 Object:

The object of MUD shall be to promote the sport of Scuba Diving through participation in MUD sponsored activities, and to promote the social interaction of MUD members, friends, and the diving community.

**Article 3 Meetings**

Section 1 MUD meetings:

MUD meetings for the months of October through April will be held on the Second Monday of the Month.

Meetings for the months of May through September will be held on the second and fourth Mondays of the month.

Section 2 Location:

The meetings will be held at the Metuchen YMCA or at such other places as the membership deems appropriate.

Section 3 Changes:

Meetings can be changed with approval of a majority vote of the membership present at a business meeting.

Section 4. Quorum:

The presence of 25% of the members in good standing, two of whom are officers, shall be necessary to constitute a quorum for the transaction of business.

Section 5 Order of business at meetings:

1. Meeting to order
2. Reading of previous minutes
3. Treasurer's report
4. Report of committees
5. Unfinished business
6. New business
7. Dive reports
8. Program of the day
9. Adjournment

#### **Article 4 Officers**

##### Section 1 Club officers:

President

Vice President

Secretary

Treasurer

All of said officers shall be elected by the membership.

##### Section 2 Elections:

All Club officers shall be elected annually by members in good standing.

All Club officers may hold office for an unlimited number of terms. Elections of officers shall take place at the first meeting in November, with the Secretary providing written notice to all members two weeks prior thereto.

##### A. Nominations:

The president shall appoint a nominating committee at the first meeting of September.

Nominations will also be taken at the second meeting of September and the October meeting.

Nominations for officers will be closed at the end of the October meeting.

##### B. Voting:

Voting will take place at the November meeting.

Voting will be by secret ballot.

Vote totals will be made available to the membership.

Absentee ballots will be accepted at the time of election.

##### C. Tie vote:

In the case of a tie vote for any elected position, a run-off election will be held by members in good standing immediately.

##### Section 3 Duties of officers:

President - It shall be the duty of the President to preside at all meeting of MUD, co-authorize with the Treasurer all disbursements from the treasury, and perform all duties pertaining to the office of President.

Vice President - In the absence of the President, the Vice President shall preside at the meeting and in case of the disability / vacancy of the Presidency, the Vice President shall perform the duties of the President.

Secretary - The Secretary shall : a) keep and record the minutes of all meetings. b) send notices to the membership as required by the Constitution or directed by the Executive Committee, c) notify the membership of all elections, d) perform such duties as directed by the executive committee, e) be custodian of all MUD records.

Treasurer - The Treasurer shall : a) receive and keep the Club's dues and funds in a bank approved by the Executive Committee, b) pay bills under \$50.00 with the approval of the Executive Committee, c) pay bills over \$50.00 with the approval of the membership, d) pay normal secretarial operating expenses with the concurrence of the President, e) make the annual report at the electoral meeting of receipts and disbursements made during the year, f) notify each member in the December newsletter of their financial status with respect to dues, g) perform such other duties as the office may require.

#### Section 4 Removal of Officers:

An officer may be removed from office by a vote of two-thirds of the membership present, but only after said officer has been given written notice at least two weeks prior to the business meeting that the recall vote will be taken and only after the said officer has been given a opportunity to respond to the written notice.

#### Section 5 Vacancies:

In the case of the resignation or prolonged absence of an officer for any reason whatsoever, the President shall appoint a member in good standing to temporarily assume the vacancy until same can be filled by a special election. At the time of the temporary appointment nominations will be accepted until the election at the following business meeting.

### **ARTICLE 5 Amendments**

#### Section 1 Amending the By-Laws

These By-Laws may be amended by a vote of two-thirds of the members present.

#### Section 2 Procedure for amending the By-Laws

The proposed amendments to the By-Laws must be brought forth at a regular business meeting. Written notice must be sent to the membership at least two weeks prior to the next business

meeting, at which time final discussions and changes will be made and voted upon. A vote on the amendment must be taken at this meeting.

## **ARTICLE 6 Membership**

Section 1 To qualify as a member, all applicants must:

- A. Be 18 years of age or older at the time of application.
- B. Present a valid SCUBA certification card from a recognized agency, a copy (front and back), of which shall be retained by the secretary.
- C. Submit a completed application for consideration by the membership.
- D. Sign a club liability waiver annually.
- E. Pay annual dues of \$40.00 per individual membership, \$50.00 per family membership. New members will pay pro-rated dues..

Section 2 Acceptance of members

Upon completion of the above mentioned requirements, an applicant is automatically accepted as a member unless; a resolution is passed by two-thirds of the members in good standing, in attendance, objecting to said acceptance.

Section 3

A member is in good standing when their dues and obligations to the club are current.

Section 4 Family membership

A family membership is defined as a member / spouse / offspring (ages 18-21) who meet all other membership requirements.

All said members in a family membership have the rights and privileges associated with membership.

Section 5 Classes of membership

A. Active member: A member in good standing shall have the right to participate in club dives, pool sessions, and social activities, receive the club newsletter and all other club communications, and to vote upon all club matters.

B. Honorary member:

An honorary member shall be a non-voting membership status bestowed by a majority vote upon a person not associated with the club, but who has made a meritorious contribution to this organization.

Section 5 Dues

Dues shall consist of \$40.00 per individual, \$50.00 per family per year, payable at the October meeting. Any member who has failed to pay said dues in full by the November meeting will lose all club privileges until said dues are paid in full.

## **ARTICLE 7 Committees**

Section 1 General

The President shall appoint all committees and shall be allowed to sit on all committees.

**ARTICLE 8 Dive charters / trips**

Section 1 Guests

Guests must be:

1) Divers

a) show proof of certification

b) if under the age of 18 years, must be accompanied by parent/legal guardian.

c) sign a club waiver prior to the charter

If under age of 18 years, parent/legal guardian must also sign waiver.

2) Non diver

a) sign a club waiver prior to charter.

If under age of 18 years, parent/legal guardian must also sign waiver.

Section 2 Booking charters

At the opening of the club charter, members shall have first opportunity.

If any charter spots are open after first call, then they will be available to club guests.

Once the charter spot is reserved, it can not be taken away from the guest.

Section 3 Specialty charters / dive trips

On dive trips other than single day charters there will be a fee of \$50.00 added to the cost of the trip for non-members.

Section 4 Dive charter deposits

A good faith deposit equal to a typical dive charter share is required before booking any single-day club charter. On all other club specialty charters, the deposit amount will be set on a charter by charter basis. Good faith deposits will be refunded at the end of the charter season.

Section 5 Obligations.

Once a member has indicated the wish to partake in a dive charter, then that person is responsible for that share of the charter. If, for any reason, the individual is not on the dive boat when it leaves the dock, that person is still responsible to compensate the club for that share of the

charter. Those members wishing to partake in any dive charter shall be required to provide a good faith deposit as stated in Section 4, Dive charter deposit.

Should any member default on payment for a missed charter, then the deposit shall be forfeited. Under such circumstances, the deposit would have to be replaced for the person to be eligible for subsequent charters.

A member may arrange for substitution on a charter by another individual. Unless the substitute confirms this arrangement with the club officer or other club member who is maintaining the list of names for the charter, the ultimate responsibility for payment remains with the original member.

Payment from non-members for missed charters shall be the responsibility of the sponsoring member. In this case, prepayment is to the benefit of both the sponsoring member and the club.

#### Section 6 Cancellation policy

A dive charter share may be canceled with notification of the President or Vice President and the Secretary, at least two weeks prior to the charter date.

Cancellation policies on club trips/ specialty charters other than regular single-day charters will be set on a case-by-case basis.