

ARTICLE I – NAME

The club existing under these Bylaws is to be known officially as THE PHILADELPHIA FLYERS FAN CLUB, INCORPORATED and herein shall be referred to as “the club” or “PFFC.”

ARTICLE II – MEMBERSHIP

SECTION A. – MEMBER IN GOOD STANDING

A member in good standing shall:

1. have filled out the current membership form(s) and paid the appropriate dues for their classification of membership.
2. return any moneys or unsold items due the PFFC as a result of fundraising activities.
3. remit any overdue moneys to the PFFC as a result of club activities.
4. abide by all club rules and regulations.

SECTION B. – TYPES

There shall be five (5) types of membership: Adult, Junior, Family, Senior and Honorary.

1. Adult members shall be at least eighteen (18) years of age at the time dues are paid to be eligible to participate in all PFFC functions **as allowable by law**. An Adult member will have full voting privileges and will be able to hold office.
2. Junior members shall be any person under eighteen (18) years of age when dues are paid. Junior members shall have the same voting privileges as Adult members EXCEPT for the annual election of officers. Junior members automatically become Adult members as of their eighteenth (18) birthday and, at that time, assume all the privileges and responsibilities thereof.
3. Family members shall reside in the same household. The membership shall include ONLY TWO (2) ADULT MEMBERS and an unlimited number of Junior members under the age of eighteen (18). All privileges will be the same as if each person in the household had individual Adult or Junior memberships. If a mailed newsletter is requested only one (1) will be sent to said household.
4. Senior members shall be anyone 55 years or older when dues are paid.
5. Honorary members are exempt from paying dues, do not have voting privileges, and may not hold an elected office. There are two types of Honorary members – Lifetime Club members for any member recognized for outstanding service

to the club and Lifetime Board Member for Board members who have served for over 30 years. These Honorary members are at the sole discretion on the Board. An Honorary member has the option of paying dues in order to obtain voting privileges and/or hold an elected office.

SECTION C. – DUES AMOUNT

Dues shall be determined by the Board of Directors each year, for each class of membership, at least one month (1) before they are payable by members. Dues shall be posted at the fan club table(s) and shall be published no later than May of each year.

SECTION D. – DUES PAYABLE

Dues are payable for the upcoming season after the end of the current season. Renewing members who have not paid by November 1 shall have their membership terminated until said dues are paid. Voting privileges shall be limited to those who joined the club prior to February 1 of the current year.

SECTION E. – NON-MEMBERS

Non-members shall not be permitted to attend more than one (1) club meeting per year without joining the PFFC and paying dues.

SECTION F. – MEMBERSHIP IDENTIFICATION

New and renewing members shall receive a membership card. Any member, at any time, may request a copy of the current Constitution and Bylaws from any Board member.

SECTION G. – SUSPENSION

Any Board member may suspend a member of the PFFC for just cause until a review is made by the entire Board of Directors to determine if the suspension should be dropped, set for a specific period of time, or membership revoked according to Article IV, Section C, Paragraph 9 of these Bylaws.

ARTICLE III - OFFICERS

SECTION A. – PRESIDENT

1. The President shall see that the rules established by the Constitution and Bylaws are enforced.
2. The President shall preside at all meetings of the club.

3. The President may sign checks.
4. The President shall be an ex-officio member of all committees except for the Nomination Committee and shall appoint someone other than himself as the chairman of each committee.
5. The President shall appoint a Sergeant-At-Arms whose duties shall be to assist the President in keeping order, to call the Roll of Officers at each meeting, and to help in any other way requested.

SECTION B. – VICE-PRESIDENT

1. The Vice-President shall preside at meetings in the absence of the President and shall assist the President whenever necessary in order that he may carry out his duties.
2. The Vice-President may countersign all checks.
3. The Vice-President shall oversee and report to the Board all PFFC multimedia postings and activities.

SECTION C. – MEMBERSHIP/CORRESPONDING SECRETARY

1. The Membership/Corresponding Secretary shall keep accurate and up-to-date membership records. This includes the distribution of all membership materials and to ensure that the correct membership type is assigned.
2. The Membership/Corresponding Secretary shall keep a list of all non-members who have attended general meetings to assist the Members-At-Large in verifying membership.
3. The Membership/Corresponding Secretary shall be responsible for verifying the eligibility of voters at the annual meeting.
4. The Membership/Corresponding Secretary will handle all internal correspondence among Board Members.
5. The Membership/Corresponding Secretary shall be responsible to see that all members are notified of general and special meetings.

SECTION D. – RECORDING SECRETARY

1. The Recording Secretary shall keep a true and accurate account of the proceedings of each general meeting and each Board of Directors meeting of the PFFC.
2. At each meeting, the Recording Secretary will read the minutes from the preceding meeting.
3. The Recording Secretary shall maintain and have available at all meetings the current Constitution and Bylaws of the PFFC and *Robert's Rules of Order Revised*.

SECTION E. – TREASURER

1. The Treasurer shall receive and be responsible for all moneys belonging to the Club.
2. The Treasurer shall sign all checks and pay all bills presented to and authorized by the Board of Directors in a timely manner.
3. The Treasurer and the Trip Committee Chairman shall be individually bonded with burglary insurance to be paid for by the PFFC.
4. The Treasurer shall make a financial report at each general meeting.
5. The outgoing Treasurer will submit a complete financial report for the past year to the newly elected Treasurer and present it to the general membership at the September meeting.
6. The Treasurer shall be responsible for maintaining all insurance policies and reminding the Board when they need to be renewed.

SECTION F. – TRUSTEES

1. The Trustees shall oversee the audit of the books and accounts of the club annually, forward a copy of the report to the Recording Secretary, and make a report of the condition of the books to the club. This report shall be read at the annual meeting.
2. The One-Year Trustee, in the event that an Officer resigns or is removed from the office, shall immediately receive all books and equipment of the PFFC that are in the possession of the former officer.
3. The Two-Year Trustee shall verify eligibility of all nominees for office. The Nomination Committee Chairman shall be informed within one (1) week of any nominee who is found to be not eligible.

SECTION G. – MEMBERS-AT-LARGE

1. The Members-At-Large (1 or 3) shall act as liaisons between the general membership and the Executive Board and shall assist and advise the officers in the administration of the club.
2. The Members-At-Large will verify the membership status of those attending the general membership meeting. They retain the right to ask any member to verify their membership status through the presentation of their membership card or

on the membership list provided by the
Membership/Corresponding Secretary.

SECTION H. – ALL OFFICERS

1. All officers must attend all general membership meetings and Executive Board meetings except under extenuating circumstances. If an Officer cannot meet this obligation, he shall resign from office or be removed by a majority vote of the Executive Board.
2. All officers, when leaving office, shall turn over all existing club information to their successor in order to maintain proper records and ensure a smooth transition.

ARTICLE IV – BOARD OF DIRECTORS

SECTION A. – NAME

The Board of Directors will also be known as “the Executive Board” or “the Board.” It shall consist of all the elected Officers, the immediate Past-President, and one (1) or three (3) elected Members-At-Large. The Club Liaison, any person in charge of multimedia, and Lifetime Board Members shall be non-voting members of the Board.

SECTION B. – MEETINGS

1. The Executive Board shall meet a minimum of every other month during the hockey season.
2. All Executive Board meetings shall be attended by members only, with the exception of those invited by a Board member upon approval of the President for specific club related business.
3. All Executive Board members shall be contacted regarding specific decisions to be made between Board meetings.
4. All Executive Board members, both outgoing and incoming shall attend a transitional meeting during the off season.

SECTION C. – DUTIES

1. The Board may approve Honorary members each year.
2. The Board shall fill an Officer vacancy by appointing a member in good standing to serve the remainder of the elected term except for the office of President, which shall be filled by the Vice-President.

3. All outgoing correspondence on behalf of or in regard to the PFFC, from a general member, must have approval by a Board member except as ordered at a meeting by the President.
4. All club expenditures, by any general member of the PFFC, must be approved by the Board, regardless of the amount prior to commitment.
5. All expenditures over \$200.00 made by a Board member must be approved by the Executive Board prior to commitment.
6. The Board of Directors shall be responsible for assisting the President in the overall enforcement of the Constitution and Bylaws of the PFFC.
7. Any member of the Executive Board may temporarily suspend a member immediately for a violation of the Constitution or Bylaws or for improper conduct prejudicial to the welfare of the club. Said Board member shall notify the Board within five (5) days of the suspension. The Executive Board will investigate the alleged violation. Within thirty (30) days of notification of the violation a final determination shall be made by a two-thirds (2/3) vote of the Board, they will present their decision to the suspended member and then to the general membership if needed.
8. Any recommendations made and approved at a Board meeting must be reported to the membership at the next general meeting of the PFFC.
9. The Board of Directors shall choose a liaison to actively seek dates for meetings and coordinate guests with those dates whenever possible.

ARTICLE V – NOMINATIONS AND ELECTIONS

SECTION A. – NOMINATIONS

1. The Nomination Committee shall be appointed in December and shall consist of a minimum of three (3) persons acceptable to the President and approved unanimously by the Board.
2. The Nomination Committee shall submit nominees, in accordance with Article VI, Section F of the Bylaws. Nominations from the membership will also be accepted at the February and/or March general membership meetings.
3. A candidate for office must be a member of the PFFC for at least one (1) year prior to February 1 and have attended at least four (4) meetings in the past year.
4. All candidates must be at least twenty-one (21) years of age.

5. No member shall be eligible to hold the office of President who has not served as a member of the Board of Directors for at least one (1) year within the last three (3) years.
6. All nominees for office must be present at the general meeting in February and/or March to accept their nomination, or the nominee must submit in writing to the Nomination Committee within five (5) days of notification, their willingness to accept the nomination.
7. No elected Officer may hold the same office for more than three (3) consecutive one-year terms or no more than two (2) consecutive two-year terms unless no other nomination is accepted. In the case where no other nominations or acceptances have been obtained, the current Officer may extend his or her term until such time as a new nominee has been accepted

SECTION B. – ELECTIONS

1. Officers shall be elected annually at the April meeting by secret ballot by the members who are eligible to vote. The new Officers shall be installed at the first (1st) general meeting of the season, usually held in September.
2. A member in good standing, in accordance with Article II, Sections A (all) and Section B, Paragraphs 1, 3, and 5 of the Bylaws, who is unable to attend the annual meeting, may request an absentee ballot from the Nomination Committee.
 - a. Requests for absentee ballots must be received by March 15 and sent out, with a numbered returned envelope, by the Nomination Committee no later than March 20.
 - b. Absentee ballots must be received, in the numbered return envelope, by the April meeting.
 - c. A record shall be kept by the Nomination Committee of the numbered return envelopes sent to each member to be used as a master list.
 - d. The numbers on the return envelopes shall be verified against a master list. Once verified, the envelope will be destroyed.
 - e. Any numbered return envelope containing more than one (1) ballot will be considered void.
 - f. No person having submitted an absentee ballot shall be permitted to vote in person at the April meeting.
 - g. Absentee ballots will be counted at the April meeting.
3. All ballots cast at the April meeting and those absentee ballots received in accordance with Article V, Section B, Paragraph 2 of the Bylaws, shall be tabulated by the Nomination Committee before the end of the meeting and

the Committee will announce the results. The ballots will be held for a period of three (3) months after the April meeting in case of any questions as to the election results.

4. The nominees receiving the highest number of votes cast for each office shall be considered the elected officers.
5. In the event of a tie for any office, a run-off election shall be held between the tying candidates at the same April meeting.

ARTICLE VI – COMMITTEES

SECTION A. – NAMES

There shall be the following standing committees:

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|----------------|----------------|-----------------|
| 1. Trips | 3. Nominations | 5. Convention |
| 2. Publication | 4. Hospitality | 6. Constitution |

SECTION B. – TRIPS COMMITTEE

1. The Trips Committee shall be responsible for organizing and arranging excursions. It shall be the Committee's duty to try to get the lowest prices available so that the excursions are affordable to members.
2. The Chairman shall appoint as many persons as necessary to help make arrangements and check various packages.
3. The Chairman shall ask one (1) or more persons, depending on the size of the group participating, to act as a monitor or point of contact, to help solve any problems that arise during the course of the excursion.

SECTION C. – PUBLICATION COMMITTEE

1. The Publication Committee shall be responsible for the publication and distribution of the official PFFC newsletter.
2. The Committee shall be responsible for any other written materials that must be distributed to the general membership except for the ballots that shall be prepared and distributed by the Nomination Committee.
3. The Committee shall publish a list of all Committee Chairman's names and a means of contact in the official PFFC newsletter and other multimedia outlets. The Membership/Corresponding Secretary shall be responsible for providing the list to the Publication Committee.
4. The Vice President shall oversee and report all PFFC multimedia postings and activities.

SECTION E. – HOSPITALITY COMMITTEE

The Hospitality Committee shall be responsible for overseeing the entertaining of members of other fan clubs who are visiting from out-of-town and assisting them with arrangements for their stay.

SECTION F. – NOMINATION COMMITTEE

1. The Nomination Committee shall consist of three (3) Adult members and will conduct the election of officers.
2. No officer or candidate for any office may serve on this Committee.
3. The Committee shall be responsible for listing a minimum of two (2) candidates for each office and getting them to agree to accept the nomination. In the case that only one (1) candidate can be secured by the Committee and no other candidates are presented by the general membership for a particular office, the duties of the Committee shall be considered fulfilled.
4. The Committee shall be responsible for preparing and tabulating all regular and absentee ballots in accordance with Article V, Section B, Paragraph 2 and 3 of the Bylaws.

SECTION G. – CONVENTION COMMITTEE

1. The Committee shall be responsible for providing all pertinent information about the convention to the general membership, including the dates various payments are due.
2. The Committee shall be responsible for organizing the hospitality room including giveaways, food, beverages, and getting as many members as necessary to help set up and run the room.
3. The Committee shall nominate and select two (2) voting delegates and one (1) alternate delegate to the convention. The delegates do not necessarily need to be members of the Committee. At least one (1) of the delegates must have served as a delegate previously. The delegates shall be responsible for asking those attending the convention their opinions on issues to be voted upon at the delegates' meeting.
4. The delegates shall be responsible to report to the Board of Directors any unfinished convention business. The Board of Directors shall then present the unfinished business to the general membership who will then vote on any motions presented.
5. The delegates shall make a report to the general membership of the business conducted at the convention.

The delegates will turn over any outstanding materials to the current President that are to be given to the ensuing delegates.

SECTION I. – CONSTITUTION COMMITTEE

1. The Constitution Committee shall consist of at least five (5) adult members.
2. The Committee shall convene every five (5) years to review the Constitution and Bylaws of the PFFC. Any proposed amendments shall be presented in accordance with Article VIII of the Constitution.

SECTION J. – SPECIAL COMMITTEES

Special committees may be formed by the Board.

SECTION K. – ALL COMMITTEES

1. All committee members must be Adult members of the club in good standing, as previously defined in the PFFC Bylaws.
2. All committees shall perform their assigned duties within the specified time.
3. Poor conduct or performances on the part of any committee member shall result in that person's dismissal from said committee. Any dismissal shall be determined by majority vote of that committee and in turn approved by the Executive Board.
4. All Committee Chairmen, when necessary, shall make a report of the committee's activities at each general meeting.
5. All Committee Chairmen, when necessary, shall provide written information to the Publication Committee for inclusion in the official PFFC multimedia outlets.

ARTICLE VII – INSTALLATION OF OFFICERS

- A. The newly elected officers shall be installed at the 1st general meeting of the season, usually held in September. There shall be a Board meeting with both the outgoing and incoming officers in the offseason to ensure a smooth transition.
- B. The retiring Officers shall transfer all property of the club in their possession to their respective successors.

ARTICLE VIII – MEETINGS

SECTION A. – GENERAL MEETINGS

General meetings shall be held in accordance with Article VII, Paragraph A of the Constitution. The general membership shall be notified of such meetings.

SECTION B. – SPECIAL MEETINGS

Special meetings can be called in accordance with Article VII, Paragraph C of the Constitution.

SECTION C. – ANNUAL MEETING

The annual meeting shall be held in accordance with Article VII, Paragraph B of the Constitution.

SECTION D. – QUORUM

A quorum shall consist of fifty (50%) percent of the average number of members that attended the last ten (10) meetings, excluding the officers of the PFFC.

SECTION E. – ORDER OF BUSINESS

The general meetings shall consist of an informal session and a business session.

1. INFORMAL SESSSION
 - a. Call to order (President)
 - b. Guest speaker(s) when available followed by a question and answer period.
 - c. Items of interest pertaining to the club.
2. BUSINESS SESSION
 - a. Roll call of Officers (Sergeant-At-Arms)
 - b. Reading and approval of the minutes of the preceding general meeting (Recording Secretary)
 - c. Reading and approval of the financial statement (Treasurer).
 - d. Reading of the membership report (Membership/Corresponding Secretary)
 - e. Highlights of the last Executive Board Meeting (President)
 - f. Reports from standing and special committees (respective committee chairmen)
 - g. Old business
 - h. New business

- i. Announcement of the time, place, and date of the next general meeting.
- j. Adjournment.

ARTICLE IX – FINANCES

- A. The fiscal year shall run from April 1 to March 31.
- B. All outgoing payments must be made by check and all checks must be signed by the Treasurer or President and may be co-signed by the Vice-President.
- C. The debt limit of the PFFC shall not exceed \$100.00

ARTICLE X – RESIGNATION, IMPEACHMENT, AND EXPULSION

SECTION A. – RESIGNATION

The resignation of an Officer of the PFFC shall be presented in writing to the Board of Directors.

SECTION B. – IMPEACHMENT

Any Officer may be impeached for improper conduct prejudicial to the welfare of the club using the following procedure:

1. A written petition must be signed by fifteen (15) Adult members of the PFFC and be presented to the Executive Board.
2. A meeting shall be called within thirty (30) days for a vote by the general membership. All members shall be advised fifteen (15) days in advance as to the reason for the meeting and the date, place, and time of said meeting.
3. A vote will be taken by secret ballot and require two-thirds (2/3) of those voting in favor of the petition to have the officer removed.

SECTION C. – EXPULSION

Any member of the PFFC may be expelled by the Board of Directors in accordance with Article IV, Section C, Paragraph 9 of the Bylaws.

ARTICLE XI – AMENDMENTS

Petitions for amendments, additions, and deletions will be processed in accordance with Article VIII of the Constitution.

ARTICLE XII – PARLIAMENTARY AUTHORITY

On any matter where a question in this set of Bylaws or the Constitution that is not covered herein, *Robert's Rules of Order* shall be the parliamentary authority.

ARTICLE XIII – CODE OF CONDUCT

As a member of the PFFC, it is each person's duty to recognize that he is a representative of the Philadelphia Flyers Fan Club. It is also each individual's responsibility to project a favorable image in order not to discredit the club, the team, or the organization. Should the "Code of Conduct" be disregarded by anyone, action can be taken by the Board of Directors in accordance with Article IV, Section C, Paragraph 9 of the Bylaws.

ARTICLE XIV – DISSOLUTION

1. This club shall not be dissolved as long as there are at least twenty (20) members.
2. Should the number of members fall below twenty (20) members, all moneys of the PFFC will be deposited in a bank account for a period of three (3) years. At that time, if the PFFC is not reorganized, said money will be donated to the Hahnemman Hospital Cancer Research Center in the name of Barry Ashbee or to another designated charity.

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