## BYLAWS

Of

## WENATCHEE PRIDE



PO Box 3242
Wenatchee, WA 98807

## TABLE OF CONTENTS

| Article/Section | Provision | Page |
| :---: | :---: | :---: |
| ARTICLE I. | NAME | 4 |
| Section 1.1 | Name | 4 |
| ARTICLE II. | CORPORATE OFFICES | 4 |
| Section 2.1 | Principal Office | 4 |
| Section 2.2 | Other Offices | 4 |
| Section 2.3 | Change of Address | 4 |
| ARTICLE III. | OBJECTIVES AND PURPOSES | $\underline{4}$ |
| Section 3.1 | IRC Section 501(c) (3) | 4 |
| Section 3.2 | Mission Statement | 4 |
| Section 3.3 | Vision Statement | 5 |
| Section 3.4 | Objective \& Nature of Business | 5 |
| Section 3.5 | Non-Partisan Activities | 5 |
| ARTICLE IV. | BOARD OF DIRECTORS | 6 |
| Section 4.1 | General Powers | 6 |
| Section 4.2 | Composition | 6 |
| Section 4.3 | Qualifications | 6 |
| Section 4.4 | Nondiscrimination Policy | 7 |
| Section 4.5 | Tenure | 7 |
| Section 4.6 | President of the Board | 7 |
| Section 4.7 | Vice President of the Board | 8 |
| Section 4.8 | Secretary | 8 |
| Section 4.9 | Treasurer |  |
| ARTICLE V. | MEETINGS AND VOTIING | 8 |
| Section 5.1 | Regular Monthly Meetings | 8 |
| Section 5.2 | Executive Committee Meeting | 9 |
| Section 5.3 | Special Meetings | 9 |
| Section 5.4 | Rules of Procedure | 9 |
| Section 5.5 | Quorum | 9 |
| Section 5.6 | Manner of Acting | 9 |
| Section 5.7 | Participation by Internet and Telephone | 10 |
| Section 5.8 | Presumption of Assent | 10 |
| Section 5.9 | Action by Board Without a Meeting | 10 |
| Section 5.10 | Voting | 10 |

ARTICLE VI. BOARD COMMITTEES ..... 10
Section 6.1 Establishment of Board Committees ..... 10Section 6.2
Section 6.3Committee Types1111
Resignation or Removal
Section 6.4 Vacancies ..... 12
Section 6.5 Compensation ..... 12
ARTICLE VIII. FINANCES ..... 12
Section 8.1 Loans ..... 12
Section 8.2 Checks, Drafts, \& Notes ..... 13
Section 8.3 Use of Income ..... 13
Section 8.4 Contributions and Disbursements ..... 13
Section 8.5 Budget ..... 13
Section 8.6 Annual Statements ..... 13
ARTICLE IX. BOOKS AND RECORDS ..... 14
ARTICLE X. FISCAL YEAR ..... 14
ARTICLE XI. DISSOLUTION ..... 14
ARTICLE XII. DISTRIBUTION OF BYLAWS ..... $\underline{14}$
ARTICLE XIII. AMENDMENTS TO BYLAWS ..... 14

## BYLAWS OF WENATCHEE PRIDE

## Article I - Name

Section I.1-Name
A. The name of the corporation is WENATCHEE PRIDE (hereafter referred to as "Pride" or the "Corporation").

## Article II - Corporate Offices

## Section 2.1 - Principal Office

A. The principal office for the transaction of business of the Corporation is fixed and located in Chelan County, State of Washington.

## Section 2.2 - Other Offices

A. The Corporation may also maintain other offices at such place and places, whether within or without the State of Washington, as may be designated from time to time by the Board of Directors, and business of the Corporation may be transacted at such other offices with the same effect as that conducted at the principle office.

## Section 2.3 - Change of Address

A. The county of the Corporation's principal office may be changed by the vote of no less than two-thirds (2/3) of the Board of Directors.

## Article III - Objectives and Purposes

Section 3.I - IRC SECTION 501(c)(3)
A. The Corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, and related regulations, rulings, and procedures, as amended (the "Code"). The Corporation may not take any action prohibited by the laws of Washington State. The Corporation may not engage in any activities that do not further the mission or its purposes as set forth in the Articles of Incorporation and these Bylaws. The Corporation may not take any action that would be inconsistent with the requirements for an exemption under Section 501(c)(3) of the Code.

## Section 3.2 - Mission Statement

A. Wenatchee Pride's mission is to empower and connect the North Central Washington (NCW) LGBTQIA2S+ community and its allies toward creating and maintaining a safe, inclusive, and equitable environment for all.

## BYLAWS OF WENATCHEE PRIDE

## Section 3.3 - Vision Statement

A. Wenatchee Pride envisions a world in which all LGBTQIA2S+ people can live and love openly, as their most authentic selves, within the NCW communities they call home.

## Section 3.4-Objective \& Nature of Business

A. The primary objectives and purposes of this corporation shall be:

1. To educate the general public to the needs and issues affecting the lesbian, gay, bisexual, transgender, queer, intersex, asexual, and two-spirited plus community;
2. To provide educational outreach to persons directly or indirectly involved in the lesbian, gay, bisexual, transgender, queer, intersex, asexual, and two-spirited plus community;
3. To promote a positive image of the lesbian, gay, bisexual, transgender, queer, intersex, asexual, and two-spirited plus communities, and pride;
4. To provide inclusive and diverse representation within the lesbian, gay, bisexual, transgender, queer, intersex, asexual, and two-spirited plus community;
5. To recognize and celebrate the substantial achievements in our community.
6. To make every reasonable attempt to accommodate people with special needs. When selecting sites for all meetings, public offices and fundraising events, every reasonable attempt shall be made to maintain physical accessibility.
7. To strive to maintain gender and ethnic diversity on the Board of Directors, Committees, among Volunteers, and in considering business entities and individuals with whom business relationships are established.
B. Additional objectives and purposes
8. The Board of Directors may, on such occasions as they deem necessary, declare additional objectives by a majority vote of the Board of Directors.
9. The Board of Directors may not approve such objectives as would conflict with Article I, Section 3.1 of our Conflict of Interest Policy.

## Section 3.5-Non-Partisan Activities

A. No part of the net earnings of the Corporation shall incur to the benefit of, or be distributable to its officers, directors or other private persons, except those that the Corporation shall be authorized and empowered to pay as compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in our Conflict of Interest Policy.
B. No substantial part (defined as greater than $20 \%$ of available resources) of the activities of the Corporation shall be to attempt to influence legislation as defined by Section 501(c)(3) of the Code.

## BYLAWS OF WENATCHEE PRIDE

C. The Corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for office.
D. Notwithstanding any other provisions of the Articles of Incorporation or these Bylaws, the Corporation shall not engage in any activities to be carried on:

1. by a Corporation exempt from Federal Income Tax under section 501(c)(3) of the I Code, except with the exemptions stated in Federal Income Tax under 501(h) of the Code; or
2. by a Corporation to which contributions are deductible under section 170(c)(2) of the Internal Revenue Code.
E. The Corporation shall not, except in an unsubstantial degree, engage in any activity or exercise any powers that are not in furtherance of the purposes described in Conflict of Interest Policy.

## Article IV - Board of Directors

## Section 4.1-General Powers

A. The business and affairs of the Corporation shall be managed by its Board of Directors and hired contractor(s). In addition to its other powers and authority, the Board shall have the full power, except as prohibited by the terms of any gift, devise, bequest or other transfer, in its sole discretion, to change the form of any investment and, for that or other purpose of the corporation, to dispose of any property held by the Corporation. Directors shall be selected for, among other reasons, their interest and ability to carry out the purposes, mission, and vision of the Corporation, their knowledge of education and cultural exchange, and their other special training or abilities. Directors must live within the state of Washington and within Chelan, Douglas, Grant, or Okanogan counties.

## Section 4.2 - Composition

A. The Board of Directors of this Corporation shall consist of no less than three (3) and no more than twelve (12) directors, as determined at the discretion of the Board of Directors. The number of directors may be increased or decreased from time to time by action of the Board of Directors certified by the minutes of a meeting of the Board of Directors and in specific reference to Article V of the Bylaws. No decrease, however, shall have the effect of shortening the term of any incumbent director unless such director resigns or is removed in accordance with the provisions of these Bylaws.

## Section 4.3-Qualifications

A. Eligibility for a position on the Board of Directors shall not be limited based on age, race, ethnic origin, religion, gender, gender identity and/or expression, sexual orientation, disability, marital status, or veteran status.

## BYLAWS OF WENATCHEE PRIDE

1. Pursuant to RCW 24.03 .020 and any applicable federal laws, only individuals aged 18 years and above may serve on the Board of Directors and legal representatives of the Board of Directors.
B. To the extent that qualified persons are available, the Board of Directors shall be representative of all segments of the LGBTQIA2S+, and straight ally population of the State of Washington.
C. Each person who presents themselves as a candidate for the Board of Directors must display an interest and dedication to the Corporation's purposes, be able to devote the time necessary to assist in carrying out the purposes of the Corporation and have the ability to work with other members of the Board of Directors.
D. Each Board member shall commit to on or prior to the final day of a calendar year (other than the calendar year in which such Director's term commences) raise money for or donate on the Corporation's behalf, or a combination of the two.

## Section 4.4 - Nondiscrimination Policy

A. The Corporation will not practice or permit any unlawful discrimination on the basis of sex, sexual orientation, gender identity, gender expression, age, race, color, national origin, religion, physical handicap or disability, or any other basis prohibited by law, and in accordance with or beyond Washington State and Federal hiring practices.

## Section 4.5 - Tenure

A. Unless a director resigns or is removed in accordance with these Bylaws, each director shall hold office until the end of a director's term. Each director shall serve for a term of two (2) years and may thereafter be reelected for another two (2) year term. Each director shall serve until their term expires and that person's successor is elected and qualified, or until the director's earlier resignation or removal. The date of the board meeting subsequent to the director's election shall be the date on which the term of office begins and expires. No director may serve more than a total of four (4) years in succession unless an exception is made according to the following provisions:

1. Re-nomination to the Board of Directors is requested by the board in order that the director serving four (4) years previously may be nominated as President of the corporation, thus beginning a third ( $\left.3^{\text {rd }}\right)$ term at a length of two (2) years.
2. To extend the term of a director by nominating them to fill a vacancy for not more than one (1) year when unusual circumstances require continuity within the board.

## Section 4.6-President of the Board

A. The President shall be the principal executive officer of the Corporation and, subject to the actions of the Board of Directors, shall generally supervise and control the business and affairs of the Corporation. The President shall preside at all meetings of the Board of Directors. The President may sign contracts, checks, or other instruments which the Board of Directors has authorized to be executed, except in

## BYLAWS OF WENATCHEE PRIDE

cases where the signing and execution thereof shall be expressly delegated by the Board of Directors or by these Bylaws to some other officer or agent of the Corporation or shall be required by law to be otherwise signed or executed. In general, the President shall perform all duties incident to the office of president and such other duties as may be prescribed by resolution of the Board of Directors.

## Section 4.7 - Vice President of the Board

A. The Vice President shall be the second principal executive officer of the Corporation and, subject to the actions of the Board of Directors, shall be ready to step in, given the absence of the President, to supervise and control the business and affairs of the Corporation. If the President is absent, the Vice President shall preside at the meeting of the Board of Directors. The Vice President assumes the role of President if the President resigns or has been removed by the Board of Directors. In general, the Vice President shall perform all duties incident to the office of vice president and such other duties as may be prescribed by resolution of the Board of Directors.

## Section 4.8 - Secretary

A. The Secretary shall keep the minutes of the proceedings of the Board of Directors, shall give notices in accordance with the provisions of these Bylaws and as required by law, shall be custodian of the corporate records of the Corporation, may sign with the President any contracts or other instruments which shall have been authorized by resolution of the Board of Directors, and in general shall perform all duties incident to the office of Secretary and such other duties as from time to time may be assigned to the Secretary by resolution of the Board of Directors.

## Section 4.9-Treasurer

A. The Treasurer shall have charge and custody of and be responsible for keeping correct and complete books and records of account, for all funds and securities of the corporation, receive and give receipts for moneys due and payable to the Corporation from any source whatsoever, deposit all such moneys in the name of the Corporation in the banks or other depositories as shall be selected in accordance with the provisions of these Bylaws, sign and track all outgoing checks and payments, and in general perform all of the duties incident to the office of Treasurer and such other duties as from time to time may be assigned to the Treasurer by resolution of the Board of Directors.

## Section 4.10 - Board Members at large

A. Board members at large in general shall perform such duties as are customary or as shall be assigned to them by resolution of the Board of Directors.

## Article V Meetings and Voting

## Section 5.1-Regular Monthly Meetings

A. The monthly meeting of the Board of Directors shall be held by providing no less than two (2) weeks' prior written notice to the directors. The meeting may be canceled, modified, or delayed only by the Executive Committee and at least 24 hours prior to the meeting. Directors must notify the President of expected absence as soon as reasonably possible and repeat failure to notify or attend meetings may warrant cause for dismissal of the director as outlined in these Bylaws.

## Section 5.2 - Executive Committee Meeting

A. The executive committee will establish the agenda within 72 hours before the regular monthly meeting. Once the agenda has been set, it will be sent to the rest of the board. If a board member would like to add to the agenda, they would need to bring the addition to the executive board.

## Section 5.3-Special Meetings

Special meetings of the Board of Directors may be requested by the Board of Directors, the President, or any other director. Notice of special meetings of the Board of Directors stating the date, time, and place thereof shall be given within a reasonable amount of time per members availability. The notice may be oral or written. If no place for such a meeting is designated in the notice thereof, the meeting shall be held via electronic meetings.

## Section 5.4-Rules of Procedure

A. The rules of procedure at meetings of the Board shall be the rules contained in Roberts' Rules of Order, as outlined below, so far as applicable and when not inconsistent with these Bylaws, the Articles of Incorporation or any resolution of the Board.

1. Call to order and roll call.
2. Reading and approval of minutes.
3. Reports of officers.
4. Reports of committees.
5. The standard order of business.
6. Announcements.
7. Adjournment.

## Section 5.5 - Quorum

A. One half ( $1 / 2$ ) of the number of directors specified in accordance with these Bylaws shall constitute a quorum for the transaction of any business at any meeting of directors.

## BYLAWS OF WENATCHEE PRIDE

## Section 5.6-Manner of Acting

A. If a quorum is present when a vote is taken, the affirmative vote of a majority of directors present at the meeting shall be the act of the Board of Directors, unless the question is one upon which a different voting threshold is required by express provision: (i) of law of the state of Washington, (ii) the Articles of Incorporation or (iii) these Bylaws. If a quorum is not present, the vote will be delayed until a quorum can be reached and another vote taken, upon which the vote is the act of the Board of Directors and shall be noted by the Secretary.

## Section 5.7 - Participation by Internet and Telephone

A. Directors may participate in regular or special meetings of the Board by, or conduct the meeting through the use of, any means of communication by which all directors participating can hear each other during the meeting and participation by such means shall constitute presence in person at the meeting. Voting outside the regular or special meeting must be in writing and accessible by all directors as further discussed in Section 5.10 below.

## Section 5.8 - Presumption of Assent

A. A director who is present at a meeting of the Board of Directors at which action is taken shall be presumed to have assented to the notice given and the action taken unless such director's dissent shall be entered in the minutes of the meeting or unless such director shall file his/her/their written dissent to such action with the person acting as Secretary of the meeting before the adjournment thereof or within a reasonable time thereafter. Such right to dissent shall not apply to a director who voted in favor of such action.

## Section 5.9 - Action by Board Without a Meeting

A. Any action permitted or required to be taken at a meeting of the Board of Directors may be taken without a meeting if consented to in writing by all the directors of the Corporation. Action taken by written consent is therefore effective when the last director votes, unless the action specifies a later effective date.

## Section 5.10 - Voting

A. Voting at Meetings. Voting at meetings may be by verbal commitment, show of hands, or by secret ballot, provided that any election of directors, and any other vote designated by the chair of the meeting, at their discretion, or requested by ten percent of the voting power present at the meeting, shall be conducted by secret ballot.
B. Proxy Voting Prohibited. Proxy voting shall not be permitted on any matter put to the vote of the members.

## BYLAWS OF WENATCHEE PRIDE

## C. Cumulative Voting Prohibited. Cumulative voting shall be prohibited.

## Article VI - Board Committees

## Section 6.1 - Establishment of Board Committees

A. The Board of Directors shall by resolution designate from among its members an executive committee or other committees, each of which must have one (1) or more board members on the committee and shall be governed by the same rules regarding meetings, action without meetings, notice, quorum, and voting requirements as applied to the Board of Directors. To the extent provided in such resolutions, each such committee shall be chaired by a director. The designation of any such committee and the delegation thereto of authority shall not relieve the Board of Directors, or any members thereof, of any responsibility imposed by law. Committee scope, members, and frequency of meeting to be set by the Board of Directors and may be amended from time to time by the Board of Directors.

## Section 6.2 - Committee Types

A. Committees of the Board of Directors may consist of, but are not limited to:

1) a budget \& finance committee charged with receiving, holding, administering, investing, disposing, and disbursing all funds and properties of the corporation;
2) a policies and Procedure Committee is responsible for keeping the structure of the corporation under review and the formulation, maintenance and enforcement of policy;
3) a development committee charged with overseeing the Corporation's fundraising decisions;
4) an event planning committee charged with the logistical coordination of the Corporation's events; and
5) an executive committee charged with acting on behalf of the Board between meetings.

## Section 6.3-Resignation or Removal

A. Any director may resign at any time by delivering written notice to the President of the Corporation or by giving oral notice at any meeting of the directors. Any director may be removed at any time following a reasonable discussion and affirmative vote of no less than two thirds $\left(2 / 3^{\text {rd }}\right)$ of the disinterested Board members. Reasons for dismissal may include, but are not limited to:

1) Any action publicly or privately that stands in opposition to the Corporation's purpose, mission, or vision, or is deemed homophobic, transphobic, racist, or is otherwise bigoted;
2) Misappropriation or abuse of Corporation's assets, including cash, property, brand, and/or community goodwill;
3) Absent from three (3) board meetings in succession with no proper notification;

## BYLAWS OF WENATCHEE PRIDE

4) Fails or neglects efficiently and diligently to carry out such Director's duties to the reasonable satisfaction of the Board of Directors;
5) Any gross misrepresentation in any media format, up to and including social media, reporters, and speaking at events or government meetings without due care and consultation with the Board of Directors.
6) Is guilty of any material or persistent breach or non-observance of any of the provisions of these Bylaws or the other governing documents of the Corporation;
7) In the performance of such Director's duties to the Corporation commits any act of gross misconduct or violation of law;
8) Through such Director's act or omission, adversely prejudices or is likely in the opinion of the Board of Directors adversely to prejudice the interest or reputation of the Corporation;
9) Is convicted of any criminal offense (excluding traffic violations not chargeable as felonies) involving dishonesty, fraud, theft, embezzlement or sexual misconduct, or which materially impacts such officer's performance as an officer of the Corporation or reflects poorly on the Corporation;
10) Fails, on or prior to the final day of a calendar year (other than the calendar year in which such Director's term commences) to raise money for or donate on the Corporation's behalf, or a combination of the two.
11) Any violation of the Conflict of Interest Policy.
B. A meeting to consider the removal of a Director may be called and notice given following the procedure provided in these bylaws. The notice of the meeting shall state that the issue of possible removal of the Director will be on the agenda and the notice shall state the possible cause for removal. At the meeting, the Corporation shall consider possible arrangements for resolving the problems that are in the mutual interest of the Corporation and the Director. A Director may be removed for good cause by the affirmative vote of the majority of the number of Directors in office.

## Section 6.4 - Vacancies

A. Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining directors. Directors will make every reasonable effort to fill vacancies.

## Section 6.5 - Compensation

A. No director position, including any Executive Committee member, shall be paid any salary, stipend, or other forms of regular, cash, or non-cash compensation. Should the Treasurer and/or Finance committee so decide, a portion of the corporation's annual budget may be designated towards expenditures in the form of Board retreats for annual strategic planning, director appreciation, and other expenditures as the directors deem fit and reasonable.

## BYLAWS OF WENATCHEE PRIDE

## Article VIII - Finances

## Section 8.1-Loans

A. No loans shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. No loans shall be made by the Corporation to any officer or to any director.

## Section 8.2 - Checks, Drafts \& Notes

A. All checks, drafts, or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Corporation shall be signed by officers or agents of the corporation and in the manner as shall from time to time be prescribed by resolution of the Board of Directors.

## Section 8.3-Use of Income

A. All unrestricted gifts to the Corporation and income not otherwise designated by the donor for endowment or restricted purposes shall go into the general fund of the Corporation and shall be used in accordance with the general purposes of the Corporation. Any monies received through donor, grant, or otherwise deemed restricted shall be restricted exclusively to the project or fund designated by the funder.

## Section 8.4 - Contributions and Disbursements

A. All contributions and other funds received by the Corporation shall be deposited in a special account or accounts in such banks, trust companies or other depositories as the Board of Directors may select. All disbursements shall be made under proper authority of the Board of Directors. All contributions, income to and disbursements of the Corporation shall be recorded by the Treasurer or Assistant Treasurer in appropriate books and records and such records shall be subject to examination at any reasonable time, upon request by any director.

## Section 8.5 - Budget

A. A statement of proposed receipts, operating income, and expenditures for the following year shall be prepared by the President and Treasurer and submitted to the Board of Directors at least annually. When approved by the directors, such a budget shall be the authorization for expenditures and operating expenses of the corporation, subject to subsequent changes in such a budget made by the Board of Directors.

## Section 8.6 - Annual Statements

A. Each director, principal officer and member of a committee with Board delegated powers shall annually sign a statement which affirms such person:

1. Has received a copy of the conflict-of-interest policy;

## BYLAWS OF WENATCHEE PRIDE

2. Has read and understands the policy;
3. Has agreed to comply with the policy; and
4. Understands the Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities, which accomplish one or more of its tax-exempt purposes.

## Article IX - Books and Records

A. The Corporation shall keep correct and complete books and records of account, minutes of the proceedings of the Board of Directors, and any committees designated by the Board of Directors, and such other records as may be necessary or advisable. Documents must be stored in the designated document storage system. No director, unless as voted upon by the Board of Directors, shall edit, delete, move, or otherwise alter any folders or set organization system with document storage system. Any member of the Board may review such books and records during normal business hours at the Corporation's principal place of business. No books or records may be removed by a member of the Board.

## Article X - Fiscal Year

A. The fiscal year of the corporation shall be the calendar year, beginning November 1 and ending October 31.

## Article XI - Dissolution

A. Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

## Article XII - Distribution of Bylaws

1. A copy of the most current Bylaws must be distributed to all newly elected Directors of Officers within thirty (30) days of their elections.
2. A copy of amended Bylaws will be distributed to all Officers and Directors within thirty (30) days following the adoption of any amendments.

BYLAWS OF WENATCHEE PRIDE
3. Members of the Corporation or members of the public must be provided with a copy of the Bylaws within ten (10) days of a written request being made to any Officer of the Corporation.

Article XIII - Amendments to Bylaws
These Bylaws may be altered, amended, or repealed, and new bylaws may be adopted, by the majority vote of the Board of Directors. These Bylaws shall be reviewed annually.

The undersigned, being the President and secretary of the corporation, hereby certifies that these Bylaws are the bylaws of WENATCHEE PRIDE, are duly adopted on this day, June $01,2021$.


