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DPC Bylaws

Article I: Name, Purpose, and General Information

Section 1: Name

The name of the organization shall be the Dayton Pagan Coalition (hereafter referred to as DPC)

Section 2: Purpose

The purpose of DPC shall be as follows:

- A. To foster a sense of community among local Pagan individuals and groups;
- B. To encourage the Dayton Pagan community to work in partnership with the broader public community;
- C. To provide a hub for communication and interaction among the local Pagan individuals and groups;
- D. To originate, arrange, sponsor and hold events and education for the advancement of the local Pagan community;
- E. To promote public awareness and acceptance of the Pagan community at large;
- F. To engage in fundraising activities as part of an ongoing capital drive campaign to support DPC activities and events;
- G. To provide charitable works to the Greater Dayton public at large;
- H. To carry on any other business or activity in furtherance of the foregoing and not inconsistent with the constraints applied by Section 501(c)(3) of the Internal Revenue Code of 1954, as amended (or the corresponding provisions of any future Internal Revenue Law).

Section 3: Earnings

No part of the net earnings of DPC shall inure to the benefit of, nor be distributable to, its members, trustees, officers, or other private persons, except that DPC shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Section 2 above.

Section 4: Constraints of Activities

DPC's main activities shall be building community through service and educating the public about Paganism. However, any activities performed by DPC shall be constrained as follows:

- A. DPC shall encourage responsible civic participation, but shall not participate, nor intervene (including the publishing or distributing of statements), in any political campaign on behalf of, or against, any candidate for public office.

- B. Notwithstanding any other provision of these articles, DPC shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purpose of DPC.
- C. Concerning this section, 'insubstantial degree' is defined as expenditures equaling one (1) percent of the operating fund or less;
- D. The term 'insubstantial degree' can be redefined by a three-fourths majority vote of the Board of Directors.

Article II: Board of Directors

Section 1: Makeup and Structure of the Board

The Board of Directors shall be composed of two (2) distinct groups of persons: 1) the Seat of Officers; and 2) the Seat of Trustees. The members of these groups shall fulfill the following stipulations:

- A. All members of the Board of Directors shall serve without pay;
- B. The Seat of Officers shall be composed of five (5) positions, each position holding a single vote during the decision making process of the Board of Directors. The positions of the Seat of Officers are entitled as follows:
 - a. Chair;
 - b. Vice Chair;
 - c. Secretary;
 - d. Treasurer I;
 - e. Treasurer II.;
- C. The Seat of Trustees shall be composed of a minimum of two (2) to a maximum of eight (8) positions, each position holding a single vote during the decision making process of the Board of Directors. These positions are described as:
 - a. One (1) to seven (7) position(s) being held by persons elected by the Voting Membership of the DPC, as described in this and other DPC controlled documents. Trustees may be entitled according to this and other DPC controlled documents;
 - b. Zero (0) to One (1) position(s) held by a person referred to the DPC from the Representative Council of Organization Partnerships, as described in this and other DPC controlled documents and is hereby entitled 'Trustee to the Council'.;
- D. All members of the Board of Directors shall meet or exceed the age of 18 years or the age of license required to fulfill all the duties of the position held within the Board of Directors, as described in this and other DPC controlled documents, whichever is greater;
- E. The Chair and Vice Chair positions cannot be held by persons holding office in a single or sister organization, or child organization(s) thereof, as described in this and other DPC controlled documents, to prevent both positions from being held by persons holding office in a single parent organization, or its respective child organizations, concurrently;

- F. No person may hold more than one voting position in the Board of Directors concurrently;
- G. Each member of the Board of Directors may employ a number of persons for subordinate positions, as described in this and other DPC controlled documents, to fulfill the duties of the position, without compromising the makeup and structure of the Board of Directors.

Section 2: Election to the Board and Term of Office

Each position within the Board of Directors, save for the Trustee to the Council, will be elected to a term of two (2) years by a majority vote of the Voting Membership of the DPC, in an election as described in this and other DPC controlled documents. Stipulations for elections and filling vacated positions are as follows:

- A. Regular elections of the Voting Membership of the DPC will be held from October 1st through October 15th, during any calendar year, starting with 2016;
- B. Elected members of the Board of Directors excluding the "Trustee to the Council" must be members in good standing of the DPC;
- C. Regular terms begin on January 1st following the Regular election and end on December 31st of the second year following;
- D. Positions within the Board of Directors will be elected upon during yearly elections of the Voting Membership of the DPC, with two sets of Board positions being elected on alternating years, as follows:
 - a. Chair, Treasurer I, one-half of Trustees (as determined by this and other DPC controlled documents);
 - b. Vice Chair, Treasurer II, Secretary, one-half of Trustees (as determined by this and other DPC controlled documents);
- E. Vacancies within the Seat of Officers will be filled by a majority vote of the Board of Directors, as defined by this and other DPC controlled documents, at the earliest convenience. The filled position will be up for election by the Voting Membership of the DPC, at a time as determined by this and other DPC controlled documents;
- F. Vacancies within the Seat of Trustees will be filled according to procedure as outlined in this and other DPC controlled documents;
- G. Persons holding positions in the Seat of Officers may only hold office for two (2) consecutive terms in the same position in the Seat of Officers;
- H. Emergency terms are defined and determined by this and other DPC controlled documents;
- I. Positions may be vacated according to terms within this and other DPC controlled documents;
- J. A member of the Board of Directors may be removed from office according to terms outlined within this and other DPC controlled documents.

Section 3: Responsibilities of Office

The positions within the Board of Directors are subject to the following stipulations:

- A. **Chair:** Shall preside at all meetings, appoint committee members and perform other duties as associated with the office;
- B. **Vice Chair:** Shall assume the duties of the Chair in the case of the Chair's absence or in the case of recusal of the Chair as necessary. The Vice Chair will perform other duties as associated with the office;
- C. **Secretary:** Shall be responsible for the minutes of the Board, keep all approved minutes and make copies available. The Secretary will perform other duties as associated with the office;
- D. **Treasurer I:** Shall keep records of the organization's budget and prepare financial reports and IRS filings as required by law and stipulations within this and other DPC controlled documents, bringing to light any discrepancies to the attention of the Board at the earliest convenience. The Treasurer I will perform other duties as associated with the office;
- E. **Treasurer II:** Shall work in concert with the Treasurer I to maintain adequate performance and review of the Treasurer I's duties, bringing to light any discrepancies to the attention of the Board at the earliest convenience. The Treasurer II will perform other duties as associated with the office;
- F. **Trustee:** Shall act in the interests of the Voting Membership of the DPC through participation and vote during Board meetings and decision making activities. The Trustee will perform other duties as associated with the office;
- G. **Trustee to the Council:** Shall act in the interests of the Representative Council of Organization Partnerships through participation and vote during Board meetings and decision making activities. The Trustee to the Council will perform other duties as associated with the office;
- H. **Conflict of Interests:** Any member of the Board who has a financial, personal or official interest in, or conflict or appearance of conflict with, any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, must offer to the Board to be voluntarily excused and vacate the held seat and refrain from discussion and voting on said item;
- I. **Sharing of Responsibilities:** The organizational, fiscal, corporate, and legal duties of DPC shall be the responsibility of all members of the Board of Directors equally. When necessary, the Board will appoint individuals to carry out specific tasks as identified in this and other DPC controlled documents.

Section 4: Meetings of the Board of Directors

Meetings of the Board of Directors shall follow these stipulations:

- A. A quorum will be defined as a minimum of three (3) members of the Seat of Officers and at least fifty-one (51) percent of the members of the Seat of Trustees, unless only two (2) members exist in the Seat of Trustees at which point only one (1) member of the Seat of Trustees is required. In the absence of a quorum, no formal action shall take place except to adjourn any votes until a future scheduled meeting when a quorum can be achieved;
- B. Meetings of the Board of Directors must occur at least once a quarter. A more frequent meeting schedule may be instituted by a majority vote of Board members;
- C. Special Board meetings, requiring presence of a quorum, may be held at any time when called for by a member of the Seat of Officers or a motion upheld by a majority of Board members;
- D. Committees may be created and meet under terms within this and other DPC controlled documents;
- E. Agendas must be provided at least three (3) days in advance, by electronic or print means.

Article III: Memberships

Section 1: Eligibility

Memberships within DPC can only be held with persons who meet the following criteria:

- A. The person must be 18 years of age or older or otherwise have majority status;
- B. The person must embrace the purpose of the DPC;
- C. Membership in DPC shall be by acceptance of application only. All applications will be judged based upon guidelines, which must meet stipulations as outlined in this and other DPC controlled documents, being established by the Board of Directors;
- D. DPC does not and shall not discriminate membership on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our membership, staff, volunteers, subcontractors, and vendors.

Section 2: Membership Categories

Membership with the DPC is granted as designated in this and other DPC controlled documents.

Membership within DPC is delineated as follows:

- A. **Individual Membership:** Membership is general and entitled to one vote per motion at any meetings held for the Voting Membership of the DPC. Members are entitled to a "Member Packet" as defined by this and other DPC controlled documents;

Section 3: Dues

Dues, billing, refund policy, attendance requirements, and other terms are subject to this and other DPC controlled documents.

Section 4: Revocation of Membership

- A. DPC reserves the right to revoke the membership of any member or group of members. While an attempt at pursuing good faith resolution is desired, conflicts may be resolved through this means, for various or no reasons;
- B. Proselytizing by a member using DPC premises or membership info is grounds for immediate revocation;
 - 1. Proselytizing is defined as the attempt to enforce one belief, ideology, or practice to the exclusion of the idea that other beliefs or practices have validity;
- C. Revocation proceedings are subject to terms in this and other DPC controlled documents.

Article IV: Business Sponsorship

Section 1: Definition

The Business Sponsorship is for business proprietors who wish to support and further the work of the DPC. These sponsors are willing to assist in sponsoring events by providing monetary contributions or donated services to help meet objectives and maintain the purpose.

Section 2: Services Provided

DPC will provide Business Sponsorships with advertising on the resource page of the DPC website, advertising in other locations on the website and elsewhere as appropriate. Any additional services may be defined in this and other DPC controlled documents.

Section 3: Dues

Business Sponsorships are subject to annual dues which follow terms in this and other DPC controlled documents.

Article V: Organization Partnership

Section 1: Definition

The Organization Partnership is for covens, groves, or other organized groups who work as religious centers with three or more members who wish to have a voice within the DPC Board of Directors.

Section 2: Services Provided

Designated representatives of established Organization Partnerships have access to DPC member resources, as defined and explained in this and other DPC controlled documents.

Section 3: Attendance and Participation

Organization Partnerships are required to attend, by a designated representative, three (3) quarterly Board of Director meetings, yearly. Also, an Organization Partnership is expected to participate in the planning of at least one (1) annual DPC event, yearly.

Section 4: The Representative Council of Organization Partnerships

All Organization Partnerships are, upon creation, made members of a separate organization named the Representative Council of Organization Partnerships. This group of members meets separately and independently of DPC and has input to the Board of Directors through the Trustee of the Council, which is elected and governed by the Council, not the DPC directly, as defined and explained in this and other DPC controlled documents.

Article VI: Fiscal Year

Section I: Definition

The fiscal year of the DPC shall begin at 12:01 AM on the first day of January each year and end at midnight on the 31st of December each year.

Article VII: Administration of DPC

Section I: Authorities and Duties

The Board shall be responsible for the management of DPC, including responsibility for general programming and activities, fiscal monitoring, and staffing duties. It shall have all authority and responsibility necessary to operate DPC and all its activities, subject only to such policies as may be adopted and such orders as may be issued by the Board. The Board shall have the power to appoint individuals to carry out specific duties.

Article VIII: Amendments

Section I: Method

These bylaws may be amended by a minimum of a two-thirds vote of the Board members after a copy of the proposed amendment(s) and a full presentation, as defined by other DPC controlled documents, are furnished to each Board member at least ten (10) days in advance of the meeting where the amendment(s) will be considered.

Article IX: Dissolution

Upon the dissolution of DPC, the Board of Directors shall, after the paying or making provisions for the payment of all the liabilities of DPC, dispose of all the assets of DPC exclusively for the purposes of DPC, in such a manner or to such organizations organized and operated exclusively for charitable, educational, or religious purposes as shall at the time qualify as an exempt organization(s) under section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law), as the Board shall determine. Any such assets not so disposed of shall be disposed of by the Circuit Court of the County in which the principal office of DPC is then located, exclusively for such purposes or to such organization(s) as the Court shall determine which are organized and operated exclusively for such purposes.