

**CONSTITUTION AND BY-LAWS OF THE  
ST. LOUIS TIP TOPPERS, INC.**

**(Effective December 1, 2005)**

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## **Article I - Purpose**

The St. Louis Tip Toppers are organized to promote friendship and fellowship among tall people and to sponsor activities of interest and benefit to all members, probationary members, prospective members, and life members; to cooperate and render assistance in anyway with the Affiliation of Tall Clubs International; to improve, maintain, and conduct club and recreational activities for the members; and to assist in any other matters pertaining to the welfare of the members. The meetings shall be held on the second Monday of each month at a place voted on by 2/3 majority of the members in good standing present at a regularly scheduled business meeting. Meetings shall start at 7:30 p.m. Only members in good standing, life members, probationary members, prospective members who have passed the physical and age requirements, and married associate members may attend meetings.

## **Article II - Membership**

### ***Section 1 - Physical Requirements***

The minimum height requirements for membership shall be:

Women - 5 ft. 10 in.

Men - 6 ft. 2 in.

No maximum height limit shall be set. All measurements are to be made in stocking feet. Measurements are to be taken by a measuring committee of at least two (2) members consisting of at least one (1) man and one (1) woman to be appointed by the President for a term of one (1) year at the January business meeting. The measuring is to be accomplished in the presence of the assembled members of the club at the first meeting attended by a prospective member.

### ***Section 2 - Age Requirements***

The minimum age requirement for membership is twenty-one (21) years of age.

### ***Section 3 - Other Requirements***

#### **Paragraph A - Morality**

The prospective member shall be of good moral character.

#### **Paragraph B - Probationary Period**

Prior to admission to membership in the club, each prospective member shall be required to attend two (2) business meetings and two (2) club activities, within a period of four (4) months beginning from the date of application for membership, with special exceptions to be taken up by the Board of Governors. Prospective members who are in the process of a divorce, must present to the President, within 30 days of date of application for membership, evidence of a court date for divorce proceedings. This probationary member cannot be voted into membership until his/her divorce is finalized. The Board of Governors, after investigation, can extend his/her probationary period until the meeting following the divorce; not to exceed 8 months from the date

of application. Dues will be prorated from the date of application. During the probationary period, the prospective member is entitled to all rights and privileges of the club with the exception of the right to vote or hold office in the club.

### **Paragraph C - Initiation**

A probationary member shall be admitted to full membership at the second regularly scheduled business meeting that he/she attends providing that he/she has fulfilled the activity requirements as described in Paragraph B above; by a vote of those members in good standing present. If a probationary member is unable to meet the monthly meeting requirements due to extenuating circumstances he/she should submit a letter to the President or the Board of Governors stating the circumstances and requesting that the business meeting requirement be waived. The Board of Governors shall decide to accept or reject said request. If accepted, the probationary member shall be voted on at the next regularly scheduled business meeting. A minimum of 12% of the votes cast by dues paying members in attendance at the business meeting must be negative in order to automatically deny membership to a probationary member. If there are negative votes totaling less than 12%, the issue will be taken before the Board of Governors for final decision as to the acceptance of the probationary member. If a probationary member is denied membership they must wait a minimum of one (1) year from their original application date to reapply for membership. Any dissenting vote given on the probationary member must be signed. If any dissenting votes question the height requirement of that probationary member, the President and one or more members of the Board of Governors will re-measure the probationary member. (If that probationary member does NOT meet our height requirements, their membership will not be accepted.) If the probationary member DOES meet our height requirements, the "no" votes questioning height are voided. A new member will be informed of his/her acceptance into the club by letter within two (2) weeks from voting date from the Membership Chair and a copy sent to the Treasurer. A new member has thirty (30) days from letter of acceptance to pay his/her dues, or be dropped from the membership roster.

### **Paragraph D - Activity Committee**

A new member will be encouraged to serve on two committees during his/her first year of membership.

## ***Section 4 - Honorary Memberships***

### **Paragraph A**

The President may, after obtaining the approval of 2/3 of the members in good standing present at a regularly scheduled business meeting, confer an honorary membership on a person, though disqualified under Section 1 - Physical Requirements of Article II. The intent of "Honorary" membership is to bestow the honor of membership upon people who have dramatically helped the club through free advertising such as a radio or television personality, or someone whose Honorary membership is in the best interest of the club, such as a tall clothing store manager who gives discounts to our members. Honorary members thusly appointed or otherwise made, shall not be required to attend club events; pay initiation fees, dues, or special assessments; nor shall they be entitled to vote, nor permitted to hold office. Honorary members shall receive the bi-monthly "Tips on Toppers" newsletter.

### **Paragraph B**

Honorary membership will be reviewed by the Board of Governors at each constitutional update. Honorary membership shall be withdrawn by a vote of 2/3 of the members in good standing

present at a regularly scheduled business meeting.

### ***Section 5 - Married Persons***

Married persons shall be considered for membership in the club only if both husband and wife meet the requirements of the club and if both make simultaneous applications for membership. When a dues-paying member marries a person who does not meet the height requirement, the member retains his/her active membership. The wife or husband of such a member will be made an associate member. An associate member is allowed to attend business meetings and social functions, but is not allowed to hold office, or vote.

### ***Section 6 - Reinstatement and Transfer***

#### **Paragraph A - Reinstatement**

Any individual previously a member of the St. Louis Tip Toppers may apply for admission to the club not earlier than one (1) year after his voluntary termination of membership (see Article VIII, Section 1), and if all requirements are met, may be admitted to the club under the same conditions as any new member as prescribed in Article II, with the exception of Article VIII, Section 2 (Involuntary).

#### **Paragraph B - Transfer**

Any member of a club in good standing of Tall Clubs International may be admitted to the St. Louis Tip Toppers Club after meeting the following criteria. Written notice of his/her status in the member club from which he/she is transferring will be required prior to admission. Such written notice shall be from an officer of that member club within ninety (90) days of the first business meeting attended. The transferring member must attend 2 activities and 2 business meetings and will be voted on at the second regularly scheduled business meeting that they attend after all of the above criteria have been met. Any dissenting votes will be treated as stated in Article II, Section 3, Para. C. Dues for any transferring member will be prorated per month from the date of the business meeting at which his/her membership was voted on and approved, and the \$5.00 initiation fee shall be waived.

### ***Section 7 - Life Membership***

A life member is entitled to all rights of a dues-paying member with the exception of the bi-monthly newsletter, Tips on Toppers. There will be a \$10.00 annual fee for the newsletter.

Qualifications (either A or B):

A. Life membership is automatic after fifteen (15) years of continuous dues paying membership at no charge. (See Article VII, Section 2.)

B. Any St. Louis Tip Topper member named Tall Clubs International Man or Woman of the Year.

## **Article III - Election of Officers**

### ***Section 1 - Officers to be Elected***

The officers of the club shall be designated as follows: President, Vice-president, Treasurer, Recording Secretary, Corresponding Secretary, Membership Chairperson, Publicity Chairperson, and Editor.

### ***Section 2 - Time of Election***

These offices shall be filled by annual election to be held during the regularly scheduled December business meeting of each year.

### ***Section 3 - Election***

Election of candidates shall be by closed ballot unless there is only one person nominated, then by acclamation. A simple majority of members in good standing present shall be sufficient to elect an officer. The Treasurer shall announce at the meeting prior to and repeat at the election of officers meeting all paid-up members. All votes are to be tallied by members of the Board of Governors and the results announced by the President.

### ***Section 4 - Term of Office***

The term of office for all elected officers shall be (1) year from January 1st through December 31st, inclusive. However, any or all elected officers may be re-elected for a single consecutive term of office except for the Editor, which is exempt from this rule. This shall be construed to mean that no elected officer may be elected for a third consecutive term, except for the editor. This limitation of no more than two (2) consecutive one year terms for an officer can be set aside only on recommendation of the Nominating Committee which consists of the Board of Governors and approved by a vote of the members attending the general meeting.

### ***Section 5 - Nomination of Officers***

There will be a Nominating Committee consisting of The Board of Governors. The Nominating Committee will present a slate of recommended officer nominees at the November and December business meetings. Additional nominations from the floor will be solicited at both the November and December business meetings. Any dues paying member in good standing may be nominated for an office.

### ***Section 6 - Conducting the Election***

The election shall be conducted by the President and two members of the Board of Governors. If there are not two members of the Board of Governors present the President may appoint two members in good standing to assist in conducting the election.

**NOTE:** The President will vote on a closed ballot that will be opened only in the event of a tie. If the President's vote does not break the tie he/she shall re-cast his/her vote in order to break said tie.

### ***Section 7 - Resignation of Officers***

If, during the course of his/her term, an officer finds it necessary to resign, the Board of

Governors will submit their recommended officer nominee for the vacated office at the next regularly scheduled business meeting. Additional nominations will be solicited from the floor and the new officer shall be elected by the procedures as described in Article III, Sections 3 and 6.

## **Article IV - Elected Offices**

### ***Section 1 - President***

#### **Paragraph A - Powers**

1. Appoint special committees.
2. Require periodic reports from officers and committee members.
3. Appoint honorary members, with approval, as stated in Article I, Section 4.
4. Represent the club, or appoint delegates to do so, at other than club functions.
5. Coordinate the activities of appointed committees.
6. Sign and execute all contracts on behalf of the club when authorized to do so by the majority of the members present at a regularly scheduled business meeting, or specially called meeting, providing one-third (1/3) of the members are present thereat.
7. Approve bills for payment by Treasurer in emergencies.
8. Provide prior approval of all expenditures by the Editor for preparation and printing of the Tips on Toppers bimonthly newsletter.
9. Provide prior approval of all expenditures submitted by the Historian.
10. Provide prior approval of all expenditures submitted by the Publicity Chairperson.
11. Break a tie during election voting. (See Article III, Section 6).
12. Appoint two members in good standing to assist in conducting the election in the absence of the Board of Governors.
13. Provide prior approval of all expenditures submitted by Miss Tall St. Louis.
14. If the President is unable to preside at the business meeting he/she shall appoint the Vice-president or a member of the Board of Governors to preside.

#### **Paragraph B - Duties The President is required to:**

1. Consult with the Board of Governors on all matters affecting the club's welfare not specifically covered elsewhere in these By-Laws.
2. Make reports on club affairs to the members at business meetings.
3. Guard the interests of the club and protect its reputation.
4. Appoint a committee of Board of Governors consisting of between 4 and 7 members at the January business meeting. (See Article V, Section 6.)
5. Appoint a measuring committee of two (2) members, one (1) man and one (1) woman, for a term of one (1) year at the January business meeting. (See Article V, Section 1)

6. The President shall preside at all meetings with the exception of one (1) per year which will be presided at by the Vice-president as stated in Article IV, Section 2, Item 1.
7. Appoint a Flower Chairperson for a term of one (1) year to handle arrangements for flowers, etc., in case of deaths, sickness, etc., as subsequently provided for by Article VII, Section
8. Appoint an Historian for a term of one (1) year to act as club photographer, report and maintain a record of the club's activities and history (scrapbook of newspaper clippings, articles, pictures, etc.). NOTE: Historian must obtain prior approval from the President for all expenditures. (See Article IV, Section 1 and Article V, Section 3, See Article V, Section 4, See Article V, Section 5).
9. Appoint a T-shirt Chairperson, for a term of one (1) year to maintain and provide for the sale of T-shirts at club business meetings, and club functions, including TCI weekends and convention.
10. Appoint a Marfan Chairperson for a term of one (1) year to serve as the liaison between the St. Louis Tip Toppers and the local Marfan Chapter as outlined in Article V, Section 7.
11. Appoint an individual for the purpose of roster maintenance (See Article V, Section 6).
12. Appoint a Sergeant-at-Arms to maintain order and to assure that the club's policies and procedures are followed. (This is an optional appointment; the President may desire not to appoint a Sergeant-at-Arms during his/her term.)
13. Ensure that all TCI nomination forms for awards presented at convention (See TCI Constitution, Article VII) and Miss Tall International® entry form (See TCI Constitution, Resolution 1), and TCI Scholarship Fund Application (See TCI Constitution, Resolution 3), are submitted prior to the deadlines as specified by TCI.
14. Ensure that the Club P.O. box rental fee is paid by the due date. (See Article IV, Section 5, Item 8)
15. The retiring President shall pass on to the newly elected President all club property pertaining to the office of President.
16. Ensure that the Articles of Incorporation document is properly updated with the State of Missouri annually.
17. Ensure that the Treasurer pays the Property and Casualty insurance by the due date annually.
18. Ensure that the Annual Registration Report (nonprofit corporations) is filed with the Secretary of the State of Missouri.
19. All correspondence via US Postal Service for the President be mailed to the club PO Box.

### **Paragraph C - Order of Business**

1. Calling of meeting to Order
2. Reading of the minutes of the previous meeting by the Recording Secretary
3. Treasurer's Report
4. Corresponding Secretary's Report
5. Publicity Chairperson Report
6. Queen's Report

7. Membership Chairperson
8. Measuring of Prospective members
9. Roll call of Probationary members
10. Report of Appointees a) Flower b) Historian c) T-shirt chairperson d) Marfan Chairperson  
e) Board of Governor's Report
11. Editor's Report
12. Vice-President's Report - Social Calendar
13. Special Committees
14. Old Business
15. New Business
16. Introduction of Prospective members
17. Announcements
18. 50/50 drawing
19. Adjournment

## ***Section 2 - Vice-president***

### **Paragraph A - Powers**

1. Appoint at his/her discretion an assistant to the Vice-president with concurrence from the President to assist in carrying out his/her duties.
2. Appoint a telephone committee for the purpose of notifying dues paying members of upcoming club events.

### **Paragraph B - Duties**

1. The Vice-president shall assume the duties and powers of the President in his/her absence and assist the President at such other times as may be necessary.
2. The Vice-president shall make reports on upcoming club events at the business meetings.
3. The Vice-president shall serve as chairman of the Activity Committee, be responsible for the development of the monthly activity calendar, the flyers associated with the planned activities, and shall notify dues paying members of upcoming club events on a regular basis.
4. He/she shall also conduct one (1) meeting designated by the President (See Article IV, Section 5.
5. Is accountable for all general club property.
6. Inform the host of all parties to include a \$1.00 activity fee for the general fund (See Article VII, Section 6) and collect all party fees.
7. Initiate a letter stating cost of an event to any dues paying member or probationary member having made a reservation for an event not attending the event, and not canceling their reservation 24 hours before the event (See Article VII, Section 6). Copies of this letter should be sent to the President and Treasurer.
8. The retiring Vice-president shall pass on to the newly elected Vice-president all general club

property as well as all club property pertaining to the office of Vice-president.

9. Vice-president to monitor, retrieve and disseminate calls from the club hotline to appropriate members on a timely basis.

10. Vice-president has the responsibility to set a budget for house parties based on number of confirmed reservations and by reservation deadline will inform host/hostess of this budget.

11. All correspondence via US Postal Service for the Vice President be mailed to the club PO Box.

### ***Section 3 - Treasurer***

#### **Paragraph A - Powers**

1. Collect dues, initiation fees, and special assessments.
2. Reimburse club members for expenses incurred upon approval as outlined in Paragraph B below.
3. Disperse funds for club events.
4. Deposit all money and valuables in the name of the "St. Louis Tip Toppers" in a bank convenient to him/her. This account should have joint-tenancy with Right of Survivorship between the President and Treasurer.

#### **Paragraph B - Duties**

1. Maintain accurate and adequate records of the club's funds and make a report at every business meeting.
2. Provide the Editor with a dues notice for each regular member and paper dues subscriber on the roster by May 1st. This notice will be included in the June/July "Tips on Toppers" newsletter.
3. Maintain an accurate, current list of members in good standing.
4. Pay only those bills approved by the Treasurer and President. If disapproved, the contracting member shall be held responsible. (In the event of an emergency, the President may approve bills for payment by the Treasurer as provided in Article IV, Section 1, and Article IV, Section 3.)
5. Protect club funds from unnecessary disbursements.
6. a) To provide up to a \$100 advance to cover the expenses of a party to be paid back the date of the event. Advancements for club house parties are to be paid back within one week from date of event.  
b) To provide up to the minimum required advance deposit for major annual events such as the Ozark Weekend, Anniversary Dinner Dance/Queen's Pageant, Holiday Dinner Dance, Canoe trip, etc. with prior approval of the President and Treasurer and if the club funds will allow.
7. Pay local club dues to TCI Treasurer; \$3.00 per dues paying member as listed on our club roster. Dues are due annually to the TCI Treasurer on January 1 and are delinquent as of March 1st (See TCI Constitution).
8. Turn over funds and records to the Board of Governors to be audited at the end of each term of office.
9. The retiring Treasurer shall pass on to the newly elected Treasurer all club property pertaining

to the office of Treasurer.

10. Pay property and casualty insurance premium by the due date.

11. Ensure that the Annual Registration Report (nonprofit corporations) is filed with the Secretary of the State of Missouri.

12. Pay the yearly incorporation fee to the State of Missouri by the due date.

#### ***Section 4 - Recording Secretary***

##### **Paragraph A - Powers**

1. Appoint assistants.

##### **Paragraph B - Duties**

1. Keep minutes of all business meetings and submit to editor for newsletter.

2. Read the minutes of the previous month's meeting at the monthly business meeting.

3. Maintain a list of birthday dates of dues paying members and active life members, and forward said list to the Editor for publication in the bimonthly Newsletter.

4. The retiring Recording Secretary shall pass on to the newly elected Recording Secretary all club property pertaining to the office of Recording Secretary.

#### ***Section 5 - Corresponding Secretary***

##### **Paragraph A - Powers**

1. Appoint assistants.

##### **Paragraph B - Duties**

1. Carry on correspondence with other clubs, organizations, etc.

2. Report all correspondence at business meeting.

3. Handle applications for membership.

4. Make regular trips to the P. O. Box to obtain correspondence.

5. Advise the President and Treasurer when rental on the PO Box is due (Rental is due by no later than August 1st).

6. Prepare the "What's Happening Around TCI" report on other TCI clubs for the Tips on Toppers bimonthly newsletter.

7. The retiring Corresponding Secretary shall pass on to the newly elected Corresponding Secretary all club property pertaining to the office of Corresponding Secretary.

8. Ensure that the Club PO box rental fee is paid by the due date and submit appropriate paperwork to Treasurer for reimbursement.

#### ***Section 6 - Membership Chairperson***

##### **Paragraph A - Powers**

1. Appoint a telephone committee to make contacts as referenced in Article IV, Section 6, Paragraph B.

2. The Chairperson will have the power, at his/her discretion, to appoint an assistant as required

for the function of membership recruiting.

### **Paragraph B - Duties**

1. Membership Chairperson shall give a status report at the monthly business meeting.
2. Return calls of inquiry concerning the St. Louis Tip Toppers and follow-up all inquiries with the mailing of 2 consecutive issues of the bimonthly newsletter.
3. Shall be present with the measuring committee at the time prospective members are measured in at regularly scheduled business meetings for the purpose of distributing welcome letter, current newsletter, and other material related to club activities. If Membership Chair is not present at a business meeting to witness measuring procedure, a member of the Board of Governors will fulfill this function. In absence of both Membership Chairperson and Board of Governors members, the President will appoint a member in good standing to act as a measuring witness.
4. Provide a membership profile to the Editor on each probationary member to be printed in the bimonthly newsletter.
5. Notify probationary members of upcoming activities.
6. Is responsible for maintaining the St. Louis Tip Toppers tri-fold brochure/business cardholders, located in several retail stores (list of their locations to be supplied by the previous membership chairperson).
7. To promote membership growth, shall on an on going basis, look for establishments to place the brochure, business card holders in.
8. The retiring Membership Chairperson shall pass on to the newly elected Membership Chairperson all club property pertaining to the office of Membership Chairperson.
9. Present the President at the monthly business meeting the slate of probationary members to be voted on who have met the eligibility requirements for membership as referenced in Article II, Section 3.
10. Call roll of probationary members at the monthly business meeting.
11. Inform new members of admittance to the club in writing within two (2) weeks from the date voted on and send copies of the notification to the Treasurer and Editor.
12. All correspondence via US Postal Service for the Membership Chair be mailed to the club PO Box.

### **Section 7 - Publicity Chairperson**

#### **Paragraph A - Powers**

1. Assemble a committee to carry out the innumerable tasks required in the effective performance of this responsibility. Also, the Chairperson will have the power, at his/her discretion, to appoint an assistant as required for the function of publicity.

#### **Paragraph B - Duties**

1. Make regular and formal reports at the monthly business meetings concerning the ongoing status of publicity programs and submit report to the editor for the newsletter.
2. Provide the President with copies of all outgoing correspondence, notices and news releases, etc. for his/her records, as well as copies of all printed publicity received.
3. Make contacts through the various media in order to make the public aware of our existence

and of our activities.

- a) Maintain an accurate address list of all radio, print and television media sources and update as necessary.
  - b) Send out notices monthly concerning our monthly business meeting locations, (i.e. radio, newspaper columns and the calendar sections of area newspapers and journal papers).
  - c) Send out news releases on all major club functions, (i.e. St. Louis Weekends, Anniversary Dinner Dance, Holiday Dinner Dance, Children's Home Holiday Party, and Picnics).
4. Coordinate Miss Tall St. Louis publicity, including publicity for the annual Miss Tall St. Louis Pageant, parades, talk shows, celebrity type sports events, telethons, and any other publicity functions she can become involved in to gain publicity for our club. The Publicity Chairperson shall provide a tentative calendar of special events to the new Miss Tall St. Louis within 30 days of her crowning. This list will be updated and reviewed as necessary and is intended to provide the Queen with an idea of her calendar so that she may make arrangements to attend the events without conflicts or other scheduling problems (See Article VI, Section 4, Paragraph 4).
  5. Keep a record of all print publicity received as well as a videotape record of all television/cable publicity received, if possible. Keep two copies of all notices, news releases and correspondence sent out and all print publicity and correspondence received.
  6. Has the responsibility of preparing a publicity scrapbook to be submitted to the delegates at the annual workshop at TCI Convention for nomination for the Publicity Award (See TCI Constitution) (using one copy of all your correspondence, as noted in Item 5 above). This scrapbook is kept from the end of convention to beginning of the next year's convention, as opposed to January to December.
  7. Is responsible to always be on the lookout for new and different methods to obtain publicity for our club.
  8. Must obtain prior approval from the President for all expenditures.
  9. All correspondence via US Postal Service for the Publicity Chair be mailed to the club PO Box.

### ***Section 8 - Editor***

#### **Paragraph A - Powers**

1. Appoint assistants.

#### **Paragraph B - Duties**

1. Maintain all the club's equipment needed for the purpose of producing the bimonthly newsletter.
2. To coordinate the bimonthly "Tips on Toppers" and bimonthly paper party. To be responsible for seeing that the newsletter is published and mailed on the fourth (4th) Friday of the following months: January, March, May, July, September and November. NOTE: Bimonthly "Tips on Toppers" is not to exceed ten (10) 2-sided 8-1/2 x 11" sheets of paper.
3. Shall be responsible for selling "50/50 Pot of Gold" raffle tickets during the monthly business

meeting; 50% of the proceeds will be given to the person hosting the next paper party for snacks, etc. and 50% will be given to the winning ticket holder which is to be drawn at the end of each monthly business meeting.

4. Prior approval by the President is required for all expenditures for preparation and printing of the bimonthly "Tips on Toppers". (See Article IV, Section 1 and Article XI, Section 2)

5. Obtain from the Treasurer the dues notice for each regular member and paper dues subscriber by May 1st. This notice should be included in the June/July "Tips on Toppers" newsletter (see Article IV, Section 3).

6. The retiring Editor shall pass on to the newly elected Editor all club property pertaining to the office of Editor.

## **Article V - Appointed Offices**

### ***Section 1 - Measuring Committee***

1. Shall consist of one (1) man and one (1) woman who will measure in prospective members at the monthly business meetings for a term of one (1) year.

2. Shall provide all prospective members meeting height requirements as specified in Article II, Section 1 with an application for membership.

### ***Section 2 - Flower Chairperson***

1. Upon direction of the President, shall be responsible for sending flowers, plants and/or appropriate greeting cards or donations to a family-specified charity in an amount comparable to the cost of flowers that would have been sent, in cases of hospitalization, firstborn child, deaths and shall send flowers to Miss Tall St. Louis at the annual Tall Clubs International Convention as provided by Article VII, Section 3 for a term of one (1) year.

### ***Section 3 - Historian***

1. Shall act as club photographer, report and maintain a record of the club activities and history (scrapbook of newspaper clippings, articles, pictures, etc.) for a term of one (1) year, based on the following guidelines:

a) The Historian shall be allowed to take an average of 24 pictures per party without further authorization.

b) Major Events such as the Halloween Party, Holiday Dinner Dance, New Year's Eve Party, Ozark Weekend, St. Louis Weekend, and Anniversary Dinner Dance and Queen's Pageant which require more than the allocated 24 pictures must have prior approval from the President.

c) Film should be purchased at a bulk rate and developed at the most economical rate.

d) Submit photos to editor and webmaster.

#### ***Section 4 - T-shirt Chairperson***

1. Shall be responsible for the sale of club logo apparel, nightshirts, bumper stickers, pins, mugs, etc. at business meetings, club functions including local functions, TCI weekends, TCI convention and as requested by the President, for a term of one (1) year.

#### ***Section 5 - Sergeant-At-Arms***

1. Shall maintain order at the monthly business meetings and assure that the club's policies, rules of order, and procedures are complied with for a term of one (1) year.

#### ***Section 6 - Roster Maintenance***

1. Shall update and maintain all St. Louis Tip Topper membership rosters on a monthly basis. Supply the President with copies of the current membership/probationary membership roster to be distributed at the monthly Business Meetings. The following disclaimer shall be included on any published St. Louis Tip Toppers roster:

"This roster is for the personal use of the St. Louis Tip Toppers, their members, life members, and probationary members. This roster MAY NOT be duplicated or copied in any manner, nor may it be sold, or used for any other purpose than that for which it was intended, without written consent of the President of the St. Louis Tip Toppers."

#### ***Section 7 - Marfan Chairperson***

1. The Marfan Chairperson shall be the liaison between the St. Louis Tip Toppers, the National Marfan Foundation and the Canadian Marfan Association for a term of one (1) year.
2. Shall be responsible for the collection of donations at the monthly business meetings which, in turn, are to be forwarded to the National Marfan Foundation and/or the Canadian Marfan Association under the name St. Louis Tip Toppers.
3. Coordinate fund-raisers during the year with the proceeds being forwarded to the National Marfan Foundation and/or the Canadian Marfan Association under the name St. Louis Tip Toppers.
4. Shall attend and make a report at the monthly St. Louis Tip Topper business meetings.
5. All correspondence via US Postal Service for the Marfan Chair be mailed to the club PO Box.

#### ***Section 8 - Board of Governors***

##### **Paragraph A - Purpose**

The Board of Governors shall consist of between 4 and 7 members in good standing and shall serve for a term of one (1) year as follows. A member meeting the qualifications to serve as a Board of Governor may serve on the Board for 3 consecutive terms should the President(s) request him/her to do so. After the 3rd consecutive year as a member of the Board of Governors the member must rotate off the Board for 1 year before again being eligible to be appointed to the Board by the President.

### **Paragraph B - Qualifications**

Qualifications for selection include 1 year of service as an elected officer and 3 continuous years of St. Louis Tip Topper membership or a member with a minimum of 5 continuous years of St. Louis Tip Toppers membership.

### **Paragraph C - Powers/Duties**

1. The Board of Governors will elect among themselves at their 1st meeting, a chairperson. This chairperson will chair the Board of Governor meetings, and will give the report at the business meetings.
2. The President will consult with the Board of Governors on all matters affecting club welfare not specifically covered in this Constitution. (See Article IV, Section 1.)
3. The Board of Governors will make decisions concerning special exceptions to Probationary Membership Requirements and the voting in of probationary members as specified in Article II, Section 3, Paragraph B.
4. At such time that a probationary member is voted on for membership and receives dissenting votes, the issue will be taken before the Board of Governors for final decision as to accept into membership or decline membership to the probationary member. If any dissenting votes question the height of the probationary members, the President and one or more members of the Board of Governors will re-measure the probationary member. If the probationary member does not meet our height requirements membership will be declined. The decision of the Board of Governors is final. (See Article II, Section 3, Paragraph C.)
5. The Board of Governors will review all honorary memberships at each constitutional update. (See Article II, Section 4, Paragraph B.)
6. The Nominating Committee consisting of the Board of Governors will meet prior to the November business meeting to develop a slate of officers for the upcoming year's election. This slate will be presented at the November and December business meetings. (See Article III, Section 5.)
7. All ballots will be distributed and tallied by the Board of Governors, except as noted in Article IV, Section 1, Paragraph A, on the following occasions:
  - a) Annual officers' elections,
  - b) Monthly probationary membership voting,
  - c) Miss Tall St. Louis Pageant.
8. Shall tally all votes on those occasions when a closed ballot is not utilized except as noted in Article IV, Section 1, Paragraph A.
9. If, during the course of a year, an officer resigns or his/her membership is terminated, the Board of Governors will submit their recommended officer at the next regularly scheduled business meeting. (See Article III, Section 7.)
10. The Board of Governors shall receive proposed amendments to the constitution as outlined in Article XIII.
11. Once during every odd year, the Board of Governors will review and update the constitution and shall present the revised constitution to the membership as outlined in Article XIV.
12. The Board of Governors will make decisions as required regarding the interpretation of this

Constitution and By-laws. The decision of the Board of Governors is final.

13. The Board of Governors will ensure that an audit of the funds and records turned over to them, at the year-end/term by the Treasurer is performed.

14. The Board of Governors will make decisions as required on all issues not covered by this Constitution and By-laws. The decision of the Board of Governors is final.

### ***Section 9 – Scholarship Chairperson***

#### **Paragraph A - Purpose**

The Scholarship Chairperson shall be responsible for organizing a committee to select a local scholarship winner to compete for the Tall Clubs International Scholarship

1. Shall be a club member in good standing. Shall appoint a Selection Committee of no less than three club members and no more than five club members of whom Chairperson shall be one.
2. The committee shall select the top applications, no less than three and no more than seven, for interviews with the committee. At the time of the interview, applicants must be informed that inability to accept the local scholarship in person at a regularly scheduled business meeting may cause forfeiture of any local monies distributed by the St. Louis Tip Toppers.
3. Where necessary, second interviews may be scheduled to assist in the final selection. A final candidate must be selected by the May business meeting of the current year.
4. The amount of the monetary gift awarded locally to the final St. Louis Candidate for the Kae Sumner Einfeldt Scholarship Award shall be determined by a consultation with the current President and Treasurer. Amount thereby determined shall be voted on by general membership in attendance at a regularly scheduled business meeting. A simple majority will carry the vote.
5. All local monies awarded to the St. Louis candidate for the Kae Sumner Einfeldt Scholarship Award shall be disbursed directly to the student, unless the student requests that the monies be forwarded to the college of their choice, for disbursement through school offices.
6. In order to capture promotional publicity, Chair is responsible for informing the candidate's high school of any and all monies awarded. Chair is responsible for forwarding all information to the Publicity Chairperson for timely news releases.
7. All correspondence for the scholarship be mailed to the club PO Box, including and not limited to applications from student inquiries.

### ***Section 10 - Webmaster***

#### **Paragraph A - Powers**

1. Appoint assistants

#### **Paragraph B - Duties**

1. To maintain all software needed for the purpose of producing the club website
  - a.) If software or hardware is to be purchased for maintenance and production of club website and reimbursement obtained from Club, purchases to be cleared with President and Board of Governors before purchase is made. Receipts to be furnished to Treasurer with appropriate form for reimbursement.
2. To coordinate with the TCI Webmaster to arrange transfer of e-mails sent to TCI-managed club mailbox -- stlouis@tall.org --to an appropriate Tip Topper e-mail address.

- a.) Preferred recipient would be the Tip Topper webmaster e-mail address to facilitate dissemination of information. See Item 3 below.
  - b.) Alternate choice to be determined by President
  
- 3. To be responsible to forward all e-mails received at the club e-mail address -- stlouis@tall.org -  
- to the appropriate person(s)
  - a.) Membership information requests (cc to President)
  - b.) Club apparel information requests (cc to President)
  - c.) Scholarship chairperson (cc to President)
  - d.) Marfan chairperson (cc to President)
  - e.) Board of Governors (cc to President)
  - f.) Miss Tall St. Louis (cc to President)
  - g.) Newsletter Editor (cc to President)
  - 1.) If the designated chairperson/e-mail recipient does not have e-mail access, Webmaster to print and mail information requests to the appropriate person within a reasonable period of time and will keep receipts to submit to treasurer for postage and materials reimbursement
  - h.) Information received through the TCI Talk Mail List to be disseminated by Webmaster to members on the Tip Topper e-mail list, if determined to be pertinent and appropriate
    - 1.) If there is a question of appropriateness or pertinence, President to make decision on whether or not to disseminate information through the Tip Topper e-mail list
  
- 4. To be responsible for updating and maintaining club e-mail address list
  - a.) Solicit new e-mail addresses at each business meeting by circulating a form (currently an Excel spreadsheet) during the meeting for members who wish to be added to the e-mail list
    - 1.) Announce that all email messages sent to members who have signed up for the Tip Toppers email list are sent with all recipient email addresses in the BCC area so that their email addresses are not made public. This is to respect the privacy of the Tip Toppers who elect to be a part of the club email list. The exception to this concerns information sent electronically to the President and Board of Governors. The email addresses for the President and Board of Governors will be made public to members of the group comprising the President and Board of Governors so that these individuals may discuss TCI and Tip Toppers issues on line with ease among themselves.
  - b.) Concerning dissemination of the email list, Tip Toppers who have signed up for the Tip Toppers email list have surrendered their email addresses to the email list managers knowing that their email address will be kept confidential in order to protect their privacy.
  
- 5. To coordinate and update information on the club website as often as necessary to maintain relevancy and correctness
  - a.) Coordinate with Tips on Toppers editor and/or other persons as needed to obtain information to post on website in appropriate format
    - 1.) Calendar

- 2.) Newsletter (only if software is in possession that can delete home address/phone information and directions to private residences)
- 3.) Photographs
- 4.) Featured events

## **Article VI**

### **Rules for the Miss Tall St. Louis Pageant Miss Tall St. Louis Nominees**

#### **Retiring Miss Tall St. Louis**

##### ***Section 1 - Introduction***

A selection of a "Miss Tall St. Louis" will be made annually for the purpose of having a Queen to represent our club locally as well as at convention for the "Miss Tall International®" Pageant. The title of Miss Tall St. Louis is intended to bestow honor and recognition to a member who has volunteered her time and efforts in the interest of the club.

##### ***Section 2 - Eligibility***

1. All nominees must be the minimum height requirement of 5 ft. 10 in. in stocking feet (there is no maximum height limitation). Verification of meeting the above stated height requirements will be made by the measuring of the queen candidates at the time of nomination. The measuring of these candidates will be by two or more of the Board of Governors. The Board's decision concerning height qualifications is final.
2. All nominees must be 21 years of age or older.
3. All nominees must be legally single (divorced, widowed, or single NOT separated), and if crowned remain single throughout her reign.
4. All nominees must have completed all St. Louis Tip Toppers' requirements for membership and be a dues-paying member by the September business meeting.
5. If Miss Tall St. Louis does not meet all TCI requirements she may not represent the St. Louis club at convention. (See TCI By-laws - Resolution I)
6. For a percentage analysis of convention expenses paid by the St. Louis club for a qualifying Miss Tall St. Louis, See Article VII, Section 5.

##### ***Section 3 - The Pageant***

1. Nominations will be accepted for contestants in the Miss Tall St. Louis Pageant at a designated regularly scheduled business meeting by any dues paying or life member in good standing.
2. Judging for the Miss Tall St. Louis Pageant will consist of 4 categories:
  - 1.) New Dimensions\*
  - 2.) After-five cocktail dress
  - 3.) Question/Answer (1 serious & 1 informal question)

#### 4.) Club participation

The combination of the categories shall be determined by the current Tall Clubs International Pageant Guidelines as found in the TCI Bylaws Resolution I.

\*The New Dimensions category is a category in which each contestant dresses to reflect her own personality, profession, or the city or state which she represents, accompanied by a 2 minute (maximum) verbal explanation given by the contestant.

3. Voting will be held at the annual Miss Tall St. Louis Pageant by all dues paying and life members in good standing (one vote per member). A simple majority determines the winner.
4. In the event of a tie for the title of Miss Tall St. Louis, the tie will be announced along with the contestants' names that tied. These contestants will then be asked one additional informal question as referenced in Article VI, Section 3. After each contestant has answered her additional question, ballots will again be distributed to all dues paying and life members in good standing for a re-vote involving only the contestants who tied. The contestant with the most votes will reign as the new Miss Tall St. Louis and the contestant with the second highest amount of votes will become the first runner-up, etc.
5. In the case of a tie for any position other than the title of Miss Tall St. Louis, the Board of Governors will cast a silent vote to determine the outcome.
6. Ballots shall be distributed and tabulated by members of the Board of Governors.

#### ***Section 4 - Duties of the Queen***

1. To work with The St. Louis Tip Toppers, Inc. as a member of Tall Clubs International, during her reign to promote tall awareness and tall fellowship to the absolute best of her ability.
2. To attend the monthly business meeting and make a report of her activities.
3. To prepare an article for the Tips on Toppers bimonthly newsletters in order to share her experiences and accomplishments with the Club's membership and prospects.
4. The Queen shall receive a calendar of special events from the Publicity Chairperson within 30 days of her crowning and will be expected to attend all events unless prior notification is given to the Publicity Chairperson. This list will be updated and reviewed as necessary.
5. To attend a minimum of four social functions of The St. Louis Tip Toppers, Inc., each month.
6. To be available to attend special events over and above the four social functions each month at the request of The St. Louis Tip Toppers, Inc.
7. To attend the St. Louis Tip Toppers' annual weekend scheduled for \_\_\_\_\_, 20\_\_\_\_.
8. To attend the Tall Clubs International Convention to be held in \_\_\_\_\_ during the period of July \_\_\_\_\_ through \_\_\_\_\_, 20\_\_\_\_, to represent the St. Louis Tip Toppers, Inc. in the Miss Tall International® Pageant. Reimbursement of costs are as outlined in the Constitution and By-laws of the St. Louis Tip Toppers.
9. To organize fundraising activities for the purpose of replenishing the Queen's Fund (See Article VII, Section 5, Paragraph A).
10. To assist the Pageant Coordinator and his/her committee for the Anniversary Dinner Dance. In the case where a current Miss Tall St. Louis wishes to rerun the following year she may do so,

providing she has never been a Miss Tall International® title holder. If she is eligible to rerun and wishes to do so she should designate a past queen with the Pageant Coordinator's concurrence to assist the above-mentioned committee.

11. Shall relinquish her crown at the end of her reign to the new Miss Tall St. Louis.

12. Supply the new queen with past contacts concerning publicity or participation in local events and activities.

13. To aid and assist the new queen in answering questions and providing information concerning the new queen's duties for the coming year.

## **MISS TALL ST. LOUIS CONTESTANT CONTRACT**

### **I. AS A CONTESTANT IN THE 20\_\_ MISS TALL ST. LOUIS PAGEANT, I CERTIFY THAT:**

A. I am at least twenty-one (21) years old.

B. I am presently unmarried and have no plans to marry during my reign should I be selected Miss Tall St. Louis.

C. I have received a copy, have read, understand, and agree to abide by the Tall Clubs International Bylaws and the Constitution and Bylaws of the St. Louis Tip Toppers, Inc.

D. I understand that the St. Louis Tip Toppers, Inc., and/or Tall Clubs International has made no obligations for financial support other than that which is specifically stated in the St. Louis Tip Toppers, Inc. Constitution and By-laws and/or the Tall Clubs International Bylaws.

### **II. SHOULD I BE SELECTED AS MISS TALL ST. LOUIS, I AGREE TO THE FOLLOWING:**

A. To work with The St. Louis Tip Toppers, Inc. as a member of Tall Clubs International, during my reign to promote tall awareness and tall fellowship to the absolute best of my ability.

B. To attend the monthly business meeting and make a report of my activities.

C. To prepare a bimonthly article for the TIPS ON TOPPERS bimonthly newsletter in order to share my experiences and accomplishments with the Club's membership and prospects.

D. To attend a minimum of four social functions of The St. Louis Tip Toppers, Inc., each month.

E. To be available to attend special events over and above the four social functions each month (mentioned in Paragraph II (D) above of this contract) at the request of The St. Louis Tip Toppers, Inc.

F. To attend the St. Louis Tip Toppers' annual weekend scheduled for \_\_\_\_\_, 20\_\_.

G. Organize fundraising activities for the purpose of replenishing the Queen's Fund.

H. To assist the President and his/her committee for the 20\_\_ Miss Tall St. Louis Pageant to present the crown and title of Miss Tall St. Louis to my successor.

I. To attend the Tall Clubs International Convention to be held in \_\_\_\_\_ during the period of \_\_\_\_\_ through \_\_\_\_\_, 20\_\_, to represent the St. Louis Tip Toppers, Inc. in the Miss Tall International® Pageant. Reimbursement of costs are as outlined in the Constitution and By-laws of the St. Louis Tip Toppers, Inc.

J. In the event that I become Miss Tall International® as referenced in II (I) above of this contract, or marry during my reign, I will present the crown and title of Miss Tall St. Louis to the first runner-up or other person so designated by the St. Louis Tip Toppers, Inc.

**III. I agree that if I fail to fulfill all the above obligations, the Miss Tall St. Louis crown and title will be forfeited by me and passed on to the first runner-up or other person so designated by the St. Louis Tip Toppers, Inc.**

**Signed:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

## **Article VII -Fees, Dues, Disbursements, and Assessments**

### ***Section 1 - Initiation Fees***

When a probationary member is accepted as a regular member, he/she shall pay to the Treasurer a sum of \$5 as an initiation fee.

NOTE: The \$5 initiation fee covers paperwork expenses and newsletter expenses during the probationary period.

### ***Section 2 - Dues***

#### **Paragraph A - Regular Dues**

Dues, including bimonthly "Tips on Toppers", shall be \$35.00 per year payable at the July business meeting. New members and transfers must pay at the rate of \$3.00 per month until the end of the year (July to July) of their initiation. The monthly dues (amount) may be changed by a two-thirds (2/3) majority vote of members in good standing present at the first regular monthly business meeting held after the subject of change was first introduced and providing Article XIII is complied with. Dues for married couples, including bi-monthly "Tips on Toppers", shall be \$40.00 per couple per year. Dues for life members are no charge (With the exception of Tips on Toppers dues -see Article II, Section 7) if a life member is married his or her spouse is also not charge.

#### **Paragraph B - General Membership Dues**

If a member does not pay his/her dues by the September business meeting, he/she shall be suspended from membership, and removed from the roster. In order to be reinstated the individual must notify the President prior to the start of the Business Meeting of his/her desire to be reinstated by presenting payment in the amount of one year's membership dues plus an additional \$5 delinquent fee. The individual will be voted on for reinstatement at the business meeting at which payment is made. Any dissenting votes will be treated as stated in Article II, Section 3, Para. C. In the event that the individual is not accepted for reinstatement the one year's membership dues shall be refunded.

#### **Paragraph C - Probationary Membership Dues**

A probationary member has thirty (30) days from letter of acceptance to pay his/her dues, or be dropped from the membership roster.

#### **Paragraph D - Paper Dues**

Inactive members may subscribe for the bimonthly club paper at the rate of \$10.00 per year. The paper dues may be changed by a two-thirds (2/3) majority vote of members in good standing

present at the first regular monthly business meeting held after the subject was first introduced and providing Article XIII is complied with.

### ***Section 3 - Disbursements***

#### **Paragraph A - Death**

Upon the death of any member in good standing, or their spouse, mother, father, or child, the club via the Flower Chairperson shall send a floral piece not to exceed \$50 unless otherwise approved by the President.

#### **Paragraph B - Hospitalization**

Flowers will be sent to all hospitalized members/spouses in good standing, not to exceed \$35 unless otherwise approved by the President.

#### **Paragraph C - Miss Tall St. Louis**

Flowers shall be sent to Miss Tall St. Louis at the annual Tall Clubs International Convention, not to exceed the \$ amount agreed to by the President.

### ***Section 4 - Special Assessments***

If at any time the need for funds arises which cannot be met out of the collection of dues and initiation fees, the President shall call a meeting of all members for the purpose of voting on special assessments. (Such assessments may be voted on at regular business meetings as well.) The amount of the special assessment must be approved by two-thirds (2/3) of the members in good standing present. When approved, the assessment is payable within thirty (30) days by all members.

### ***Section 5 - Queen's Fees***

The club will give the new queen, providing she meets all TCI requirements, (See TCI Constitution) for the purpose of representing the club and competing in the Miss Tall International® Pageant, 100% of the contestant entry fee and TCI convention package costs (Double Occupancy Rates). The club will pay for all required photographs of the queen required for convention purposes only. Any other photographic expense must have prior approval from the President and the Board of Governors. The queen is authorized a not to exceed amount of \$90 for the purchase of magnetic car signs to be utilized during her parade appearances. Reimbursement in excess of the \$90 for magnetic car signs is not authorized unless prior approval is received from the President. This money will be taken from the Queen's Fund; if there is not sufficient amount in the Queen's Fund, then only what money is in that account will be given to the queen. The queen will be eligible for an additional 25% of each dollar earned for the Queen's Fund in money raising activities organized by the queen during her reign. The additional amount which the reigning queen would be able to earn will be reimbursed to her at the end of her reign. Profits from the Annual Queen's Pageant, Advertisement Book, and Queen's Raffle are excluded. The new queen will be responsible for all travel costs to the TCI convention, and any incidental costs while at convention.

### ***Section 6 - Reservation Fees***

#### **Paragraph A**

Reservations should be in by the deadline and no later. If you make a reservation and don't cancel your reservation by 24 hours (one day) before the party starts, you will be charged the per-person party fee. Upon written notification by the Vice President of cost of party, you will have thirty

(30) days to remit or your membership will be suspended. (See Article IV, Section 2.) Legitimate excuses will be accepted, subject to approval by the Vice President and host/committee. Payment is made at the party. The Vice-president has the responsibility to set a budget for house parties based on the number of confirmed reservations and by the reservation deadline will inform the host/hostess of this budget.

**Paragraph B**

The host/hostess of House Parties shall be exempt from paying the prorated party fee.

**Paragraph C**

Non-members (See Article XII) must be included in the total count for determining the per person cost of the party.

**Paragraph D**

Included in the fee for the party will be a \$1.00 activity fee that is to be put into the general fund. It is the duty of the Vice President to inform and remind the person hosting the party about the additional \$1.00 activity fee at the time the activity is chosen (See Article IV, Section 2). The Vice President or designated representative will be held responsible for collection and payment of the additional \$1.00 activity fee as well as party fee per person.

***Section 7 - Cash Advancements***

**Paragraph A**

Members may receive up to a \$100 advance to cover the expenses of a party to be paid back the date of the event. Advancements for clubhouse parties are to be paid back within one week from the date of event.

**Paragraph B**

The club will provide up to the minimum required advance deposit for major annual events such as Ozark Weekend, Anniversary Dinner Dance/Queen's Pageant, Holiday Dinner Dance, canoe trip, etc. with prior approval of the President and Treasurer, and if the club funds will allow.

**Article VIII - Termination of Membership**

***Section 1 - Voluntary***

Any member may, at his/her own discretion, voluntarily terminate his/her membership in the club by a notice in writing to the President. Upon receipt of such, the President shall notify the Treasurer to drop the member from the dues roster and refund any prorated portion of the member's dues.

***Section 2 - Involuntary***

If a fifty percent (50%) simple majority of the total membership of the club notifies the President in writing that it finds a member to be objectionable, that member shall be investigated by the officers and shall be given an opportunity to answer the charges brought by the membership. The President shall report to the club membership the result of such investigation and hearing the question of expulsion shall be voted upon thereat by secret ballot. A fifty percent (50%) simple majority vote of the members present shall be necessary for expulsion. Any member so voted out shall be dropped from all rosters effective as of that date and all other TCI clubs shall be notified

in writing of said expulsion.

This expulsion shall be considered "persona non grata", and said members shall never again be eligible for membership into the St. Louis Tip Toppers.

## **Article IX - Suspension of Membership**

### ***Section 1 - Absence***

If a member is leaving the area of the club's activities for a period longer than one (1) year, he/she may, on request in writing to the President, have his/her membership suspended for the period of his/her absence. During the time of his suspension, he/she shall not be required to pay dues or special assessments. Upon his/her return, his/her membership will be automatically reinstated as of the date of the first business meeting held after his/her return. Any delinquent dues owed prior to his/her period of absence will also be collected at this time.

### ***Section 2 - Delinquent Payment of Dues***

#### **Paragraph A - General Membership**

If a member does not pay his/her dues by the September business meeting he/she shall be suspended from membership, and removed from the roster. In order to be reinstated the individual must notify the President prior to the start of the Business Meeting of his/her desire to be reinstated by presenting payment in the amount of one year's membership dues plus an additional \$5 delinquent fee. The individual will be voted on for reinstatement at the business meeting at which payment is made. Any dissenting votes will be treated as stated in Article II, Section 3, Para. C. In the event that the individual is not accepted for reinstatement the one year's membership dues shall be refunded.

#### **Paragraph B - Probationary Membership**

A probationary member has thirty (30) days from letter of acceptance to pay his/her dues or be dropped from the membership roster.

### ***Section 3 - Delinquent Payment of Reservation Fees***

Reservations should be in by the deadline and no later. If you make a reservation and don't cancel your reservation by 24 hours (one day) before the party starts, you will be charged the prorated cost of the party. Upon written notification by the Vice President of prorated cost of party you will have thirty (30) days to remit or your membership will be suspended. (See Article IV, Section 2.) Legitimate excuses will be accepted, subject to approval by the Vice President and host/committee. The cost of all parties is prorated and payment is made at the party.

## **Article X - Removal of Officers**

### ***Section 1***

If, at any time, the simple majority of members in good standing submit to the Board of Governors in writing, that one of the officers is not capable of carrying out his/her duties in the best interests of the club by reason of incompetence, inefficiency, or conduct prejudicial to the welfare of the club, they (the Board of Governors) may call a special meeting of the club members in good standing for the purpose of removing that officer. The person against whom the

charges are brought shall have the right and opportunity to defend him/her self against the charges in whatever manner available to him/her.

After presentation of charges and defense, the members at the meeting shall vote by secret ballot for or against removal. A three-fourths (3/4) vote of the members present shall be required to remove an officer. If the vote is for removal, the individual reverts to a status of an ordinary member, where the matter may rest, or termination of membership may be affected under the provisions of Article VIII, Section 2.

## **Article XI - Club Paper/Bimonthly Newsletter**

### ***Section 1 - Club Paper***

The club shall publish a bimonthly paper, including activity bulletin, entitled "Tips on Toppers" to be published and mailed on the fourth Friday of the following months: January, March, May, July, September, and November.

NOTE: Bimonthly "Tips on Toppers" is not to exceed ten (10) 2-sided 8-1/2 x 11 sheets of paper.

### ***Section 2 - Expenses***

1. The club's share of the 50/50 Pot-of-Gold Raffle shall be used to furnish refreshments at paper meetings.
2. Prior approval by the President is required for all expenditures for preparation and printing of the "Tips on Toppers" bimonthly newsletter (See Article IV, Section I and Article IV, Section 8).

## **Article XII - Club Activities**

### ***Section 1 - Closed Activities***

Private house parties\*, picnics, clubhouse parties, business meetings, and weekends are considered closed activities and only members, life members, associate members, honorary members, probationary members, and prospective members meeting the height and age requirements shall be allowed to attend.

\* The host or hostess of a house party may, as a courtesy, invite up to four personal friends or relatives who are nonmembers providing they are at least twenty-one (21) years of age.

### ***Section 2 - Open Activities***

An activity at a public facility such as a Happy Hour or an evening of dancing held at any such place where the general public would be in attendance, is considered to be an open activity and all nonmembers are welcome to join us.

NOTE: The Annual Queen's Pageant/Anniversary Dinner Dance, the Holiday Dinner Dance and the Float Trip shall be considered open activities. The annual New Year's Eve Party is considered an open activity with a limitation of one guest per member, life member, probationary member, or prospective member attending. If alcohol is available at an event, the guest must be of legal drinking age in the State of Missouri.

### ***Section 3 - Attendance of Members' Children at Activities***

#### **Paragraph A**

Child family members of St. Louis Tip Toppers club members are allowed to attend club picnics at public parks. Children are limited to this private club activity unless otherwise specified by the President of the St. Louis Tip Toppers.

#### **Paragraph B**

The child/children of a club member who is host/hosting an activity in their home will be granted the right to remain at home for the duration of the activity.

#### **Paragraph C**

Parents/guardian accepts full responsibility and sole liability for minors attending activities.

## **Article XIII - Member Awards**

### ***Section 1- Outstanding New Member Award***

An outstanding "New Member" award may be presented annually. The recipient of this award will be selected by the current Board of Governors. Presentation of the award will be at the annual Holiday Dinner Dance or by no later than the January business meeting.

Selection criteria include:

- A. Dues paying member in good standing for 18 months or less.
- B. Member exhibits enthusiasm toward the club and the Tall movement in general.
- C. The member is judged to be active in the view of the Board of Governors. Criteria for active status includes, but is not solely limited to the following:
  - i.) Member regularly attends club business meetings and social events.
  - ii.) Member has participated in the planning and organization of at least two (2) club functions (weekend, fund-raisers, parties, etc.).
  - iii.) Member has shown that they are willing and capable of assuming responsibility and follows through on committed actions.
  - iv.) Member has made a positive contribution to the St. Louis Tip Toppers and in the estimation of the Board of Governors, the member has "made a difference".

### ***Section 2 – Outstanding Member Award***

An "Outstanding Member" award may be presented annually. The recipient of this award will be selected by the current Board of Governors. Presentation of the award will be at the annual Holiday Dinner Dance or by no later than the January business meeting.

Selection criteria include:

- A. Dues paying member in good standing for over 18 months.
- B. Member exhibits enthusiasm toward the club and the Tall movement in general.

C. The member is judged to be active in the view of the Board of Governors. Criteria for active status includes, but is not solely limited to the following:

- i.) Member regularly attends club business meetings and social events.
- ii.) Member has participated in the planning and organization of at least two (2) club functions (weekend, fund-raisers, parties, etc.).
- iii.) Member has shown that they are willing and capable of assuming responsibility and follows through on committed actions.
- iv.) Member has made a positive contribution to the St. Louis Tip Toppers and in the estimation of the Board of Governors, the member has "made a difference".

## **Article XIV - Amendments**

### ***Section 1***

Members wishing to submit amendments shall do so to the Board of Governors. All proposals must be reviewed by the Officers and Board of Governors, and upon their combined approval will be presented to the membership for possible adoption as described in Article XIV, Section 2. If the proposal does not meet with the combined approval of the Board of Governors and Officers, the member may choose to submit his/her proposal to the membership under the process described in Article XIV, Section 2.

### ***Section 2***

Proposals as described in Article XIV, Section 1, will run in the club newsletter "Tips on Toppers", and shall be read at two (2) consecutive business meetings, and voted on at the third (3rd) meeting. Approval by two-thirds (2/3) of members present is required to pass.

## **Article XV - Effective Date of This Instrument**

### ***Section 1***

Once during every odd year the Board of Governors will review and update the constitution. At the business meeting preceding the business meeting in which the Board will present the revised constitution for ratification by the membership, the board shall distribute to each member in good standing present at such meeting, a written summary which outlines the proposed changes to the constitution, and for each change, an explanation of why such change is necessary. In addition, a member in good standing who is not present at such meeting may request from a Board member that a copy of such written summary be mailed to them. These changes are not required to run in the club newsletter "Tips on Toppers", or be read at two (2) consecutive business meetings.

### ***Section 2***

The membership must accept all of the proposed revisions in their entirety or reject all of the proposed revisions in their entirety. If the revisions are accepted in their entirety then the revised constitution shall take effect as stated in Article XV, Section 3. If the revisions are rejected in

their entirety then the existing constitution shall remain in effect.

***Section 3***

This constitution shall take effect as of the first day of the month following its ratification. Approval by two-thirds (2/3) vote of the members in good standing at the meeting the constitution is voted upon shall be required to ratify. This constitution makes all preceding constitutions, By-laws and amendments null and void.