



# OC PROST

## ORANGE COUNTY PROST BYLAWS

### ARTICLE I - NAME

#### Section 1

The club shall be known at OC PROST.

### ARTICLE II - OBJECTIVES

#### Section 1

The objectives of the club are to network and develop personal and business relationships with those within the travel industry in Orange County, California.

#### Section 2

The club shall in no case:

- a) Be used to further the business interest of an individual member or use the event for self-promotion
- b) Impose any restrictions arising from different social standards, race religion, and politics
- c) Be used in any way as a commercial enterprise for profit
- d) No entity can market OC Prost

#### Section 3

The organization shall be deemed a non-profit organization according to the laws of the State of California.

### ARTICLE III - OFFICERS & EXECUTIVE & ADVISORY COMMITTEE

#### Section 1

The club shall be governed in accordance with the bylaws by the executive board comprising of no less than six nor more than nine officers and members, all of whom shall be elected in February.

## **Section 2**

The officers shall be President, Vice-President-Membership, Vice President-Venues, Treasurer, Secretary, Assistant Secretary-Treasurer and Past President.

## **Section 3**

The retiring president shall serve on the executive committee for one year following the retiree's term of office, retaining executive committee privileges.

## **Section 4**

In the event of resignation of any board member or officer, or if a vacancy is created by other causes during the term of office, the board shall appoint a qualified OC Prost club member to serve the unexpired term.

## **Section 5**

There will be an advisory committee, comprised of all past presidents.

# **ARTICLE IV - MEMBERSHIP**

## **Section 1**

There will be three classes of membership: Active, Life, and Past Presidents.

## **Section 2**

Active Membership shall be extended only by invitation in accordance with the bylaws.

- a) Votes will be taken from the club membership in writing and an 85% acceptance of the returned ballots by the general membership is required.
- b) Ballots to be counted by the vice president - membership and approved by the president.
- c) New members will be considered and voted on twice a year or at the board's discretion. New members must be proposed by two active members, application to be submitted online from the candidate.

## **Section 3**

Applicant requirements:

- a) The applicant must have a minimum of five years in the travel industry.
- b) The applicant must be sponsored by two OC Prost members.
- c) The applicant must have attended 3 OC Prost meetings in the past 12 months.

## Section 4

### Active Membership

The active membership shall be limited. A member's place of business shall be within the Los Angeles or Orange Counties. A candidate shall be occupying an active position, or equivalent, in one of the classifications listed below.

1. Travel Agents
2. Airlines
3. Hotels & Resorts
4. Cruise Lines
5. Tour Operators
6. Miscellaneous - active associate, tourism board, representation firm, media, etc.

Total membership to be a combination of the above and not to exceed 99 in number.

### Membership Changes

- a) **Increase in Active Membership** - An increase in the number of active members may be made upon recommendation of the executive committee.
- b) **Change of Employment** - An active member who changes employment has the right to change categories within the organization.
- c) **Termination of Employment** - Should a member terminate active employment; the executive committee must be advised in writing to the Vice-President. The name will remain on the roster for a period of six months at which time, if not employed, the name will be removed, and membership cancelled. During this time, dues are to remain current. Failure to do so will result in loss of membership. At the time of re-employment, the name will have priority status on the waitlist of their respective category.
- d) **Leave of Absence** – A leave of absence for any reason, except for termination of employment, must be submitted in writing to the executive committee for approval. The name will remain on the roster for a period of ninety days at which time, if the member has not returned to active status, the name will be removed, and membership held on a waitlist until such time as that member becomes available. Dues are to remain current in order for member to retain active status; failure to do so means loss of membership.

## Section 5

### Life Membership

An active member who has retired from the travel industry and who has been active member for 10 years or more may be granted life membership upon approval of the

executive committee. Life members have no voting privileges and are exempt from paying annual dues.

## **Section 6**

### **Past Presidents**

Shall remain active members of the club, retaining voting privileges. They shall not count as part of the classifications noted above and will be exempt from paying annual dues.

## **ARTICLE V - MEETINGS**

### **Section 1**

Meetings shall be held on the second Wednesday of each month. Guests *from related* fields may be invited by a current member if they are hosted by that member. Non-hosted guests cannot be accommodated.

- a) Active members shall be required to attend at least 5 luncheon meetings in a calendar year. A member missing more than three consecutive meetings shall be notified and subject to membership review by the executive committee. A reminder will be sent midyear to any members who are in jeopardy of not meeting minimum yearly attendance requirements. Life members and Past Presidents do not have a minimum requirement.

### **Section 2**

All RSVP's must be received by noon the Friday prior to the Wednesday luncheon. On time payments are by Wednesday preceding. After preceding Wednesday, payments are considered late and no payments are taken at check-in. Cancellations received after the Thursday preceding the luncheon, whether paid for or not paid, will be the responsibility of the member and monies will not be refunded.

### **Section 3**

The Christmas Luncheon is open to all members. Those who have attended a minimum of five (5) luncheons during the current calendar year will be invited to attend as guests of OC PROST. Members who have not attended a minimum of five luncheons during the current calendar year will be invited to attend if space is available and at the full luncheon price.

### **Section 4**

The regular February meeting shall be the annual meeting with the introduction of the new board members.

## **Section 5**

A special meeting of the club may be called by the secretary upon written request of not less than one third of the active membership, or by resolution of a majority of the executive committee. Ten days written notice shall be given members.

## **Section 6**

The executive and advisory committees shall meet at the discretion of the president, but no less than twice a year. A special meeting may be called at any time by order of the majority of the committee. There must be at least four board Members present to constitute a quorum.

## **Section 7**

The secretary shall maintain a copy of the minutes of the executive committee meetings and a brief report of the program presented at the general meeting.

## **Section 8**

Executive Committee shall have the power to amend the bylaws at any time.

- a) Any OC Prost member may, at any time, submit in writing to the executive committee a proposed amendment to these bylaws. Immediately upon such approval, the amendment shall become part of the bylaws.

APPROVED BY: THE EXECUTIVE COMMITTEE

Updated April 2024