

PROST San Francisco

ARTICLE I

NAME

Section 1 The club shall be known as PROST San Francisco

ARTICLE II

OBJECTIVES

Section 1 The objectives of the Club are: To develop friendship and goodwill and promote understanding among men and women executives in the travel and transportation industries.

Section 2 The Club shall in no case:

- (a) Be used to further business interest of an individual member
- (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

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 that five nor more than nine officers and members, all of whom shall be elected in January.

Section 2 The Officers shall be: President, Vice President-Membership, Vice President-Venues, Treasurer, Secretary, 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 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 Active Membership shall be extended only by invitation in accordance with the bylaws.
- (a) Votes shall be taken from the Club's 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 at the Board's discretion. New members must be proposed by two active members. Proposal to be submitted in writing along with an application form and business card of the candidate.
- Section 2 There will be three classes of membership: Active, Life, and Past Presidents.
- Section 3 The active membership shall be limited. A candidate shall be occupying an active position or, equivalent in one of the classifications listed below. A member's place of business shall be within the San Francisco Bay Area. The member must have a minimum of five (5) years' service in travel or an allied field:
- 1. Travel Advisors & Independent Contractors
 - 2. Airline
 - 3. Misc. (Active Associate, Media, Tourist Offices, Representation Firms, etc.)
 - 4. Hotels, Motels, Resorts
 - 5. Cruise Lines
 - 6. Tour Wholesalers
- (a) Total membership to be a combination of the above and not to exceed 99 in number.
 - (b) Increase in active membership. An increase in the number of Active Members may be made upon recommendation of the Executive Committee.
 - (c) Active Member Change of Employment. An active member who changes employment has the right to change categories within the organization.
 - (d) 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.
 - (e) A request for leave of absence, for any reason with the exception of 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 (90) 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 4 Life Membership. An Active Member who has retired from the travel industry and who has been an Active Member for 10 years or more may be granted Life membership upon approval of the Executive Committee. Life Members have no voting privileges.
- Section 5 Past Presidents shall remain active members of the Club, retaining voting privileges. They shall not count as part of the classifications noted above.

ARTICLE V

MEETINGS

- Section 1 Meetings shall be held on the fourth Wednesday of each month. Guests from related fields may be invited by a current member as long as they are hosted by that member. Non hosted guests cannot be accommodated.
- (a) Every Member (defined as Active) shall be required to attend at least 5 called meetings in each calendar year. A member missing more than three consecutive meetings shall be notified and subject to membership review by the Executive Committee.
- Section 2 RSVPs. All reservations and payment must be received by noon the Thursday prior to the Wednesday luncheon. If the RSVP is not received by this date, the luncheon must be paid at the door, at the door price. Cancellations received after the Monday preceding the luncheon, whether paid for or not, payment 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 guest of PROST San Francisco. Members who have not attended a minimum of five luncheons during the current calendar year will be invited to attend – space available at the full luncheon price.
- Section 4 The regular January 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 to members.
- Section 6 Minutes. 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 7 Bylaws. Executive Committee shall have the power to amend the bylaws at any time.
- (a) Any Chapter 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 01, 2022