

CONSTITUTION OF THE ERC TABLE TENNIS CLUB

ARTICLE I - NAME

This organization will be known as the ERC Table Tennis Club, hereinafter referred to as the "Club".

ARTICLE II - PURPOSE

The purpose for which the Club is organized is to provide pleasure, encourage friendship, and promote and advance the sport of Table Tennis among Eastman personnel.

ARTICLE III - OFFICERS

Section 1 - Officers shall consist of a President, Vice President, and Secretary-Treasurer who are to be elected annually by the Club members. A Recreation Representative will be appointed by the management of ERC. The Executive Committee will consist of the elected officers and two additional members appointed by the officers.

ARTICLE IV - MEMBERSHIP

Section 1 - Club membership shall be limited to employees of Eastman Chemical Company, approved Eastman Contractors and Retiree's of Eastman Chemical Company/Kodak and Holston Defense Corporation.

Section 2 - No person other than specified in Section 1 can participate as a member of the club with the exception of dependents who will participate as "associate members". The "associate member" cannot vote or hold an elected office in the Club. Membership in ERC is a prerequisite to membership in the Club. Grandchildren are not eligible for membership.

Section 3 - Termination of employment (Eastman Chemical Company retirees excluded) in any of the companies shall act as termination of membership in the Club and shall operate as a release of all rights, title, and interest in the property, effects and assets of the Club.

ARTICLE V - MEMBERSHIP PRIVILEGES

Holding an elected office is restricted to employee members of the Club. All other privileges apply equally to all club members.

ARTICLE VI - DUES

Dues for active and associate members shall be \$1.00 per year, payable on the first day of January.

ARTICLE VII - MANAGEMENT

Section 1 - The management shall be vested in an Executive Committee consisting of the elected officers and two additional members appointed by the elected officers. The executive members shall have control of the Club affairs with full power to act for the club in all business matters. The management of ERC reserves the right to overrule the Executive Committee on any matter.

Section 2 - The Executive Committee with the Recreation Representative shall hold a stated meeting at least once quarterly near the end of the quarter, and such special meetings as it may desire, to make such rules and regulation for the guidance of the members of the Club as are deemed necessary and are not herein determined.

ARTICLE VIII - QUORUM

Three members of the Executive Committee shall constitute a quorum for said meeting.

ARTICLE IX - CONTEST AND ENTERTAINMENT

All activities of the Club shall be conducted under the direction and with the permission of the Facilities Representative, Recreation.

ARTICLE X - RESIGNATIONS

Resignations of officers remaining in the employ of the Company shall be tendered in writing to the Recreation Representative. Termination of employment (except for retirement) in the Company shall be considered sufficient notice of resignation.

ARTICLE XI - REMOVAL OF OFFICERS AND MEMBERS

Any officer or member may be removed by a three-fourths vote of the Executive Committee excluding the person in question. The officer being removed must be notified prior to such an Executive Committee meeting.

BY-LAWS OF THE ERC TABLE TENNIS CLUB

ARTICLE I - DUTIES AND POWERS OF CHIEF EXECUTIVE OFFICER

President: The President shall preside at all meetings of the Club. He shall appoint the members of all committees except the Executive Committee and shall be an ex-officio member of all such committees. He shall sign such papers as may be required by his office or as may be instructed by members of the Club at any regular or special meeting concerning the affairs of the Club, which, in his judgement, are desirable for their information and guidance. He may require such reports from the Secretary-Treasurer and all or part of standing committees which, in his judgement, are necessary and shall perform other duties incident to his office.

ARTICLE II - DUTIES AND POWERS OF OTHER OFFICERS

Section 1 - Vice President: The Vice President shall perform the duties of the President in case of absence, the resignation, or the inability of the latter to act and such other duties as may be assigned to him from time to time by the President.

Section 2 - Secretary-Treasurer: The Secretary-Treasurer shall keep all necessary records (minutes) of the meetings of the Club and shall sign such papers as may be directed by the President. He shall issue notice in writing, announcing the Annual Meeting of the Club and the list of nominees selected by the Nominating Committee, This notice will be issued by December 1 announcing the Annual Meeting date not later than December 15. He shall keep records of all monies received and paid out by the Club and shall issue a quarterly financial report to the President and Club members. He shall order such equipment as may be needed by the Club or its members, with approval of the Recreation Representative.

Section 3 - Executive Committee Members: The two Executive Committee members appointed by the officers will chair such committees as appointed by the President. Included are the tournament, league, and nominating committees.

ARTICLE III - DUTIES AND POWERS OF EXECUTIVE COMMITTEE

Section 1 - There shall be an Executive Committee which shall consist of the elected officers and two additional members appointed, one each year, by the newly-elected officers. The Executive Committee shall be the governing body of the Club and shall make any and all decisions. The Executive Committee shall work closely with the Recreation Representative and shall abide by all decisions of the Senior Team Manager, Recreation and/or ERC Staff Team.

Section 2 - There shall be a Nominating Committee, which is appointed by the President and which shall consist of not less than three members not holding elective post. This committee shall provide at least one nominee for each of the offices listed in Section 1 of Article I which are to be filled by the election. This list of nominees shall be given to the President and Secretary-Treasurer prior to December 1. It shall also be the duty of this committee to obtain the consent of the proposed nominees before entering their names on the ballot.

Section 3 - There shall be a League Play Committee which will consist of an Executive Committee member appointed by the President, Vice President and additional members as they desire. This committee will develop rules for intra-club competition, organize the league, and coordinate league activities. The Committee chairman shall provide the Executive Committee with rules and/or rule changes concerning league play at least thirty (30) days prior to beginning such competition.

Section 4 - All committees not otherwise provided in these By-Laws shall be appointed from time to time by the President.

ARTICLE IV - MEETINGS

Section 1 - The Club shall meet upon due notice at such times and places as may suit its convenience and at least one meeting shall be known as the Annual Meeting and shall be held prior to December 15 in each calendar year.

Section 2 - The Club shall have special meetings upon the request of a majority of the Executive Committee or upon the request of ten (10) voting members of the Club. The notice for special meetings shall recite the exact nature of the business and only that business shall be transacted.

Section 3 - A quorum for regular and special meetings of the Club shall consist of 25 percent of the members of the Club. In the absence of a quorum, regular and special meetings shall adjourn to a later date.

Section 4 - The Executive Committee shall meet upon due notice at such times and places as may suit its convenience, upon call of the President or upon request of a majority of its members. The order of business shall be such as the committee provides from time to time. The committee will meet a minimum of once each quarter.

Section 5 - A quorum for an Executive Committee meeting shall consist of a majority of the members of the committee. In the absence of a quorum, the meeting shall adjourn to a later date.

ARTICLE IV - MEETINGS

Section 6 - At regular meetings of the Club, the order of business shall be as follows:

- A. Minutes of Previous Meeting
- B. Reports
- C. Business
- D. Adjournment

Section 7 - The regular order of business at a regular meeting may be suspended by a majority vote of the members present.

ARTICLE V - VACANCIES OF OFFICERS

Section 1 - Whenever any vacancy shall occur among the offices of the Executive Committee, the vacancy shall be filled by the committee at the next meeting. Vacancies on the Executive Committee shall be filled from Members of the Club, and the members so designated shall hold office until the next regular election.

Section 2 - Absence from three consecutive meetings, stated or called, of the committee without satisfactory excuse shall be deemed sufficient cause for declaring a vacancy.

ARTICLE VI - ELECTION OF OFFICERS

Section 1 - The President, Vice President and Secretary-Treasurer shall be elected for a term of one year, beginning January 1. The two Executive Committee members shall be appointed, one each year, for a term of two years.

Section 2 - In case of absence, death, or inability of the President to perform the duties of his office, his position shall be filled by the Vice President.

In the case of death or inability of the President and the Vice President to assume the office of President, the office of President shall be filled by election. The date of this election shall be specified by the Executive Committee.

Section 3 - The Nominating Committee as provided for under Article III shall furnish the Secretary-Treasurer its report of nominees at least fifteen days before the Annual Meeting. Any member, by a petition signed by at least five members and present at the Annual Meeting, may make further nominations for any elective posts, providing the nominee has given prior consent.

Section 4 - Voting shall be by mailed ballot or ERC Office Vision and shall follow the nomination immediately. The ballots shall be counted by the Recreation Representative at the time of the election. In the case of a tie vote for any elective post, the previous Executive Committee shall forthwith decide between the tied candidates.

ARTICLE VII - AMENDMENTS TO CONSTITUTION AND BY-LAWS

Section 1 - To amend this constitution, the proposed amendment must be subscribed to by twenty-five percent of the membership and presented by them to the Recreation Representative, who shall bring it before the Executive Committee at the next meeting thereafter. In case the committee, by a four-fifths vote of the full committee, recommends its passage, the Recreation Representative shall immediately post a copy of the amendment on the Club bulletin board, stating the time when it will be submitted for a letter ballot. Such time shall not be less than on (1) nor more than four (4) weeks from the date of approval by the committee. For passage, the amendment must receive the affirmative vote of at least four-fifths of all those voting.

Section 2 - By-Laws: Any proposed further By-Laws or amendments shall be presented in writing to the Executive Committee by not less than four members of the Club sponsoring them. To be acted upon at any meeting, such By-Laws or amendments must also be presented by sponsors thereof to the Secretary at least thirty days before the meeting at which the desired action is to be taken. The Secretary-Treasurer shall post notification to the Club in detail at least ten (10) days prior to said meeting; and such By-Laws and amendments shall become effective at any regular or special meeting of the Club upon a majority vote of the Club members adopting said amendments.

ARTICLE VIII - RULES AND REGULATIONS

Section 1 - The rules of the "United States Table Tennis Association" shall govern play at all times.

Section 2 - In League Competition, a team member must have played in at least 70% of the team's scheduled events to be eligible for any team or individual awards.

Section 3 - Tennis shoes will be worn for all playing of table tennis regardless of the competition level. Dark solid-colored clothing should be worn as a courtesy to other players.

Section 4 - General rules of good conduct and sportsmanship will prevail at all times. The President, Tournament Director and League Chairman reserve the right to suspend any member of the Club from competition for their respective events. Such action can be appealed only to the Executive Committee.

ARTICLE IX - LIABILITY

Eastman Chemical Company or the Eastman Recreation Club are not liable for any accidents that might occur in any of the Club activities.

ARTICLE X - PROPERTY RESPONSIBILITY

Damage to the property of the Club, other than ordinary wear and tear, shall be paid by the member or members causing it. If and whenever the Club ceases to function, all property becomes the property of ERC.

ARTICLE XI - EXPENDITURES

At least two officers of the Club must authorize any expenditure before forwarding to the ERC for approval. If any officer of the Club has questions about the expenditure, he should contact their Recreation Representative. Expenditures of Club funds are not to be committed prior to approvals.

ARTICLE XII - DISSOLUTION

Upon the dissolution of the Club and the discharge of its debts and the settlement of its affairs, any funds and properties of the Club remaining thereafter shall become the property of the Eastman Recreation Club.