

CONSTITUTION AND BY-LAWS
OF
MID COLUMBIA ZYMURGY ASSOCIATION

PREAMBLE

We, the members of the Mid Columbia Zymurgy Association, do organize to promote homebrewing, foster communication and participation in the homebrewing culture, recognize excellence in homebrewing skills and contributions to the homebrewing society, and promote the Mid Columbia region as part of the homebrewing nation.

CONSTITUTION

ARTICLE I NAME

Section 1: We shall be known as the Mid Columbia Zymurgy Association (MCZA).

ARTICLE II MEMBERSHIP

Section 1: Membership shall be open to all people without regard to race, color, sex, age, religion, national origin, status as a veteran or the presence of a disability. Participants in Mid Columbia Zymurgy Association tasting activities must be of legal drinking age.

ARTICLE III OFFICERS

Section 1: The officers of the Mid Columbia Zymurgy Association shall consist of a President, Vice President, Publicist, and Treasurer.

ARTICLE IV DUTIES OF OFFICERS

Section 1: President

The President shall:

- a. Preside at business meetings.
- b. Be chairperson of the Executive Board.
- c. Call official business meetings, appoint committees pending Executive Board approval, and fill committee and pro tem vacancies.
- d. Perform such other duties as the office may require.

Section 2: Vice President

The Vice President shall:

- a. Oversee and coordinate the efforts of all major committees.
- b. Perform the duties of the President in the absence of that officer.

Section 3: Publicist

The Publicist shall:

- a. Keep the minutes of Executive Board and other business meetings.
- b. Maintain a current roster of representatives.
- c. Notify members of all meetings as specified.
- d. Maintain, coordinate, and disseminate all required intellectual property of the MCZA.
- e. Develop and disseminate to the membership a monthly newsletter.

Section 4: Treasurer

The Treasurer shall:

- a. Keep an accurate account of all financial transactions of the organization.
- b. Be responsible for all funds of the organization and receive and disburse all money, subject to the will of the Executive Board.
- c. Make all disbursements by approval of two or more Officers.
- d. Maintain accounts and render quarterly financial statements of the organization. Review the bank statements bi-annually with the Officers.
- e. Review the financial records with an Officer or board member upon request.
- f. Maintain non-profit documents and file annual taxes as appropriate.

ARTICLE V ELECTION OF OFFICERS

- Section 1 The offices of President and Treasurer shall be filled by election at the official meeting in January every 2 years on an even year.
- Section 2 The offices of Vice President and Publicist shall be filled by election at the official meeting in January every 2 years on an odd year.
- Section 3 Nominations for offices will be accepted at the December monthly meeting in the form a motion on the floor or in writing via email to the current Publicist. At the December monthly meeting, the Publicist will compile a list of nominees. Nominations will be closed at the conclusion of the December monthly meeting. One week after the December monthly meeting the Publicist will announce the nominees in the form of a news letter.
- Section 4 If there is only one nominee for an Officer position at the official meeting in January, then the candidate shall be declared elected.
- Section 5 If there is more than one nominee for an Officer position at the official meeting in January, the previous year's dues paid members will conduct a vote by the show of hands to elect the new officer.
- Section 6 The length of term for an officer is 2 years and begins on the date elected.
- Section 7 No officer or trustee shall receive any salary or wages by reason of office.
- Section 8 No person shall be nominated without their prior permission.

ARTICLE VI COMMITTEES AND BOARDS

- Section 1 There shall be an Executive Board and a major Megabrew/Competition committee comprised of members appointed by the Executive Board.
- Section 2 Executive Board
- a. MCZA Representatives (which includes the President, Vice president, Publicist, and Treasurer) shall constitute the Executive Board.
 - b. The Executive Board shall decide on all expenditures, promotion of activities, appointments of committees and the general government of the organization, except as otherwise provided herein.
 - c. The Executive Board shall establish or approve the financial procedures and reporting requirements for the major committees.
 - d. The Executive Board shall meet upon request of the President or any two Officers. Date and time of meeting shall be set by the President.
 - e. The Executive Board will decide on all matter of use and appropriation of intellectual property.

Section 3 The major committees shall be formed as appointed by the President and approved by the Executive Board. Each major committee shall consist of those members and/or committee chairpersons appointed by the Executive Board.

- a. The roles and responsibilities of the major committees will be established by the President, approved by the Executive Board, and documented by the publicist.
- b. Sub-committees to the major committees and ad hoc committees may be formed at any time as directed by the Executive Board to carry out the various phases of MCZA activities.
- c. Committees may be terminated upon approval of the Executive Board.

ARTICLE VII MEETINGS

Section 1 Regular planning meetings shall be established by the Executive Board.

Section 2 Official meetings may be called at any time as determined by the President.

ARTICLE VIII AMENDMENTS

Section 1 This constitution may be amended by the submission in writing of a proposed amendment at any regular or official meeting of the organization. The proposal shall be received and acted upon at the next succeeding regular meeting of the organization at which there shall be a quorum present. Two thirds vote by dues paid members is required to approve any amendment.

BY-LAWS

ARTICLE I QUORUM

Section 1 The membership in attendance at a scheduled meeting shall constitute a quorum.

Section 2 An Executive Board Quorum shall consist of three Executive Board members.

ARTICLE II GENERAL PROVISIONS

Section 1 Property, intellectual property, or equipment purchased by the Mid Columbia Zymurgy Association with Association funds shall be considered organizational property and not the property of any individual member or group of members.

- a. In the event of the Mid Columbia Zymurgy Association disbanding, the disposition of MCZA's assets will be determined by the Executive Board.

Section 2 The Mid Columbia Zymurgy Association promotes the responsible and lawful use of alcoholic beverages. The Mid Columbia Zymurgy Association does not condone:

- a. Disrespectful treatment of fellow MCZA members.
- b. Over-consumption of alcohol.
- c. Underage consumption.
- d. Violations of Washington State Liquor Control Board Regulations

ARTICLE III MEMBERSHIP DUES

- Section 1 Annual dues may be paid in the months of November or December for the following calendar year
- a. Annual dues collected January through October will apply to that calendar year and will be paid at the dues rate set by the Executive Board
 - b. Under no circumstances will dues be prorated

ARTICLE IV MCZA MEGABREW MANIFESTO

Section 1 What it is.

Spring and fall is the season for Megabrew, when club members take over a commercial brewery and make a kettle full of wort. The entire brew length is cast out in 5-gallon batches to subscribers of the brew and, optionally, the host brewery or MCZA events. Non-commercial batches must be taken beyond the threshold of the brewery, out of the bonded area, before yeast is introduced -- no exceptions.

Section 2 Why do we do it?

Our **motto** is "Responsible Consumption of Excellent Beers," where **beer** can be replaced by mead, cider, wine, sake, or other non-distilled product made with yeast. Our **mission** is to continuously learn about how to achieve excellence, and to spread the word to the community about the existence of fine potables and how to appreciate and consume such, responsibly. We have found that working together to create a quality product **spreads the knowledge of how to do it,** in other words participating in Megabrew teaches the techniques of the craft. With many members of MCZA gathered together, there is always someone to ask **why** a task was done in a certain way or at a specific time.

Megabrews result in a large number of carboys filled with identical wort so that the effects of post-brewing techniques, different yeasts, dry-hopping schedules, or temperature selections can be examined with some confidence in the comparison of results. The products of experimentation are shared with MCZA members in subsequent meetings, where the beers can be tasted and considered in the light of future batches of homebrew.

Section 3 How we do it.

The President of MCZA shall recruit a current or former club officer to oversee each Megabrew (called the Organizer). He or she shall arrange logistics with the chosen commercial brewery. The Treasurer of MCZA shall be made aware of the budget and each major purchase **as they are obligated.** Moneys will be paid by the treasurer for all but incidental items, which can be accrued for reimbursement. The recipe is finalized with the advice of the commercial brewer, whose knowledge of the local equipment is commonly needed. The initial recipe can be formulated by a single member, a committee of members, or subjected to vote of the membership by show of hands for approval. Costs for the first and subsequent 5-gallon fills are determined and announced. Money collected from Megabrew subscribers is directed to the treasurer and the order that payment is received is noted on the sign-up list, which is maintained by the Organizer or treasurer.

The grain bill is prepared the day before, usually Friday, and the grist is staged. On brew day, usually Saturday, Mash-in begins early, and the brew is conducted in the same manner as normal, or pre-approved, practice for the host brewery to minimize impact on the staff and facilities. Members and subscribers **do all the work.** We leave the premises as clean or cleaner than we found when we arrived. We carry out whatever jobs for the host that are requested and

that we can do safely. Examples of such tasks may include: labeling, inventorying, minor painting, and minor construction projects.

Subscriber's 5-gallon containers are filled *in paid order.* We make every effort to fill at least one container for everyone who signs up or who wants one on brew day. If there is wort left over after everyone gets one 5-gallon container, including MCZA set-asides, and the host brewer gets what they have requested, then second 5-gallon containers are filled *in the original paid order.* Rounds of filling are repeated until all the wort is cast out. At this point, final brewery cleanup is performed.

Section 4 The Rule of St. Arnold AKA The Rule of Ninkasi

Brewing work is its own reward.

No one is compensated with free wort for any reason -- except when cast out leaves the fill significantly short or of poor quality. No one is given priority in filling a carboy for any reason. Absent *members in good standing,* can get one or more 5-gallon fills, in paid order, if another subscriber handles them, appropriately, on brew day. The absent member must pay prior to brew day and their appointed handler must pay for subsequent fills on brew day.

We do not work for wort. We work for the sake of doing the work and to learn more about brewing and homebrewing. A single member does not have to do every job, every time at a given Megabrew. Some will come early, and need to leave right after cast out. Some will come late and clean up. Some will come the day before and grind malt and leave containers for someone else to shepherd. Some will need to sit out some jobs for personal reasons. With two Megabrews a year, people who want to learn or do *will.* MCZA encourages members and subscribers to participate in Megabrew safely to whatever extent each is capable of or comfortable in performing. Our experience is *learning by doing* is best, but *learning by watching* also happens. It's our hobby; it's supposed to be fun -- and so it is.

Printed Name _____ Signed _____ Date _____

MCZA President