

Yellowhammer LEGO® Users Group (YLUG) By-Laws

Article I: Name

The name of this organization shall be Yellowhammer LEGO® Users Group ("the Group"), abbreviated as YLUG.

Article II: Purpose

The purpose of the Group is to:

1. Foster a community of LEGO enthusiasts aged 18 and up (referred to as Adult Fans of LEGO or AFOLs).
2. Promote the sharing of LEGO-related knowledge, skills, and creations.
3. Organize events, activities, and exhibitions to showcase members' creations.
4. Encourage creativity, innovation, and collaboration among members.

Article III: Officers

Section 1: Titles

The officers of the Group shall be:

1. Builder in Chief (President)
2. Assistant Builder in Chief (Vice President)
3. Secretary of the Brick (Secretary)
4. LEGO Ambassador
5. Archivist

Section 2: Duties

- **Builder in Chief:** Provides leadership, presides over meetings, represents the Group, and serves as the spokesperson for the Group with the media and organizers of third-party conventions and expositions.
- **Assistant Builder in Chief:** Assists the Builder in Chief, assumes their duties in their absence, and is responsible for facilitating collaborative build projects for the Group.
- **Secretary of the Brick:** Keeps minutes of meetings, including attendance records, handles correspondence, manages the Group's finances including collecting occasional contributions and paying any expenses, and schedules monthly group meetings (whether online or in-person).
- **LEGO Ambassador:** Acts as a liaison between the Group and the broader LEGO community, including the LEGO Group and other LEGO User Groups (LUGs), and promotes the Group's activities and initiatives.
- **Archivist:** Maintains a detailed record of the Group's history, events, and activities and ensures publicly accessible group social media and internet pages are active and up-to-date. This includes managing digital and physical archives of photographs, documents, and media coverage related to the Group. Social media and internet page updates, as well social media moderator tasks, may be delegated to other active members.
 - Moderator guidelines will be communicated in a separate document that will be posted so all moderators can see any changes.

Section 3: Election

Officers shall be elected annually by a majority vote of the Active members present at the first Group meeting of each year.

- Nominations for Officer roles must be made at least 15 days (but no more than 30 days) prior to the Election and communicated to the Group through email and the Group's nonpublic social media channel(s).
- The previous year's Officers are considered nominated for the following year unless the officer indicates they are not to be considered.

Section 4: Term of Office

Officers shall serve for a term of one year and may be re-elected.

Officers must maintain Active status and fully perform the duties of their Office for the duration of their term. Failure to do so will result in removal from office and replacement after nominations and a vote is held among Active members at a Regular meeting.

Article IV: Membership

Section 1: Eligibility

Membership is open to all individuals remaining in good standing who are Adult Fans of LEGO (AFOL).

Section 2: Levels of Membership

The Group shall have four levels of membership:

- **Master Brickster:** Members who regularly participate in Group activities and events as defined elsewhere in this document.
- **Inactive Brickster:** Members who do not regularly participate but maintain an interest in the Group.
 - **Participation:** Inactive members are welcome to attend meetings and participate in events not advertised as "Active-members only."
 - **Benefits:** Inactive members do not have voting rights and do not receive the benefits extended to Active members.
- **Emeritus Brickster:** Members who have made significant contributions to the Group and are honored for their long-term commitment.
 - **Participation:** Emeritus members are welcome to attend meetings and participate in events not advertised as "Active-members only."
 - **Benefits:** Emeritus members do not have voting rights and do not receive the benefits extended to Active members.
 - **Eligibility:** Emeritus members may include individuals who were formerly active in the group referred to as the Magic City LEGO Users Group (MCLUG).
- **Junior Brickster:** Members aged 13-17 (referred to as Teen Fans of LEGO or TFOLs) who are passionate about LEGO and wish to participate in the Group's activities.
 - **Sponsorship:** Junior members must be sponsored by an adult member.
 - If the Junior member is below the age of 16, the sponsor must be in attendance at any event where the Junior member is present.
 - **Participation:** Junior members are welcome to attend meetings and participate in events not advertised as "Active-members only."

- **Benefits:** Junior members do not have voting rights and do not receive the benefits extended to Active members.

Section 3: Application

Prospective members must notify the Builder in Chief or Assistant Builder in Chief that they wish to join the Group.

- New member announcements will be made via the Group's nonpublic social media channel(s).
- New members will have the same status as Inactive members for a period of 90 days.

Section 4: Rights and Responsibilities

- All members of any level may attend meetings and participate in events not advertised as "Active-members only" prior to the event.
- Members are expected to actively participate in Group activities, contribute occasionally to fund the needs of the group, and adhere to the Group's code of conduct.
- Only Active members may vote on Group matters.
- To be classified as Active, members must be present at 50% of Group events in a 12 month period, including meetings, Group exhibits, or Group-endorsed events as defined elsewhere in this document.
 - New members having joined within the previous 12 months receive Active member status after 90 days if the 50% participation requirement has been met.
- In the event that the Group becomes a Recognized LEGO Users Group (RLUG) by the LEGO Group, benefits or support are available to Active members only unless the Officers vote to extend the benefit for a specific support event.
- The Group recognizes that non-LEGO parts, including but not limited to light kits, sound modules, and custom minifigure accessories, may be essential to an effective display. However, off-brand bricks and parts that would be defined as counterfeit by the LEGO Group, including 3D-printed versions of parts available from the LEGO Group, are prohibited from being included in displays at Group exhibits.

Section 5: Consent for Media Use

The Group frequently captures photos and videos during events to showcase the creativity, community spirit, and activities of its members. This visual media may be used for marketing purposes, including but not limited to the Group's website, social media platforms, printed materials, and promotional content.

By participating in Group events, members and guests grant the Group permission to:

- Photograph and record images and videos of themselves and their builds.
- Use these images and videos in any club-related marketing or promotional materials.

Opt-Out Policy:

- Any member who does not wish to have their image, likeness, or builds shared publicly must submit a written request to an Officer.
- The Group will make every effort to respect such requests and exclude individuals from visual media when notified 15 days in advance of an event.
- Visual media of an event may include crowd shots or videos where individual members and their builds are not the primary focus. In such cases, individuals' likenesses and builds may be displayed regardless of Opt-Out requests.

Article V: Code of Conduct

Members of the Group are expected to:

1. Treat others with respect, courtesy, and consideration.
2. Foster a welcoming and inclusive environment for all members.
3. Refrain from engaging in harassment, discrimination, or any form of inappropriate behavior.
4. Respect the property and creations of others.
5. Follow all Group policies and guidelines during events and activities.
6. Group members will not attend events under the influence of alcohol or any other mind-altering substance.
 - a) Group parties (e.g. Official holiday parties) may include consumption of alcohol. Members who choose to consume alcohol should have a designated driver.
7. Address any conflicts or issues through appropriate and constructive channels.
 - a) Issues not resolved between the members should be brought to the Group Officers.

Article VI: Meetings and Events

Section 1: Regular Meetings

Regular meetings may be in-person or online and shall be scheduled once per month if possible at a time and place determined by the Officers. It is recommended that at least 50% of meetings be held in-person.

Section 2: Quorum

A quorum for conducting business at any meeting shall be 34% of the active members as determined by the Secretary of the Brick.

Section 3: Officers' Meetings

Officers' meetings may be called by the Builder in Chief or by the consensus of three other officers.

Section 4: Group Events

Group events are organized activities such as build sessions, social gatherings, and collaborative projects that involve active participation from members.

Section 5: Group Exhibits

Group exhibits are showcases of members' creations at various venues – including public libraries, museums, and community centers – aimed at promoting LEGO building and the Group's activities.

Section 6: Endorsed Third-Party Conventions and Expositions

Endorsed third-party conventions and expositions are events hosted by external organizations within 125 miles of the city center of Birmingham, previously agreed upon by the Officers, where the Group participates to display their creations and engage with the broader LEGO community.

- Group members are encouraged to display at third-party conventions and expositions that are not endorsed by the Group if they wish.
 - o Such events do not count toward the members' Group activity percentages.

Article VII: Committees

The Group may establish committees as needed to carry out its activities and objectives. The Builder in Chief shall appoint committee chairs with the approval of the Officers.

Article VIII: Finances

Section 1: Fiscal Year

The fiscal year of the Group shall be from January 1 to December 31.

Section 2: Contributions

While there are currently no dues for membership in the Group, active members are expected to contribute occasionally to fund the needs of the Group. Any compensation to the Group from event hosts will be retained by the Secretary of the Brick.

- Funds collected from the group for an expense should be paid as soon as payment is available.
- Compensation from events will be tallied and reported to the Group through email and the Group's nonpublic social media channel(s) at least 15 days prior to the next Regular meeting.
 - Recommendations for how these funds will be used will be made by the Group and voted upon at the next Regular meeting.
 - Funds should be spent within 30 days of a decision being made on the expenditure.
 - The coffers of the Group should not carry an ongoing balance in excess of \$50.
 - The Secretary of the Brick shall prepare monthly expenditure reports including the ongoing balance for review by the Group members.

Section 3: Reimbursements

Members who incur expenses on behalf of the Group may request that the active members of the Group make a contribution for reimbursement upon submission of appropriate receipts and approval from the Secretary of the Brick.

- Reimbursed expenses must have prior approval by the Group Officers.
 - A reimbursement for emergency supplies needed at an event may be considered but should be reported to an Officer as soon as possible.

Article IX: Amendments

Section 1: Proposal of Amendments

Amendments to the by-laws may be proposed by any Active Member of the Group. Proposed amendments must be submitted in writing to the Group Officers at least 30 days prior to the meeting at which they will be considered.

Section 2: Notification of Proposed Amendments

All Active members shall be notified of proposed amendments at least 15 days prior to the meeting at which they will be considered. Notification can be made via email, the Group's official website, or other communication channels used by the Group.

Section 3: Approval of Amendments

Amendments to the by-laws require approval by a two-thirds majority vote of Active Members present at a duly called meeting. Quorum requirements as defined elsewhere in these by-laws must be met for the vote to take place.

Section 4: Implementation of Amendments

Approved amendments shall take effect immediately unless otherwise specified in the amendment itself. The amended by-laws shall be published and made accessible to all members within 15 days of approval.

Section 5: Record of Amendments

A record of all amendments to the by-laws, including the date of approval and the text of the amendment, shall be maintained by the Archivist of the Group and made available to all members upon request.

Article X: Dissolution of the Group

Section 1: Proposal for Dissolution

The dissolution of the Group may be proposed by a majority vote of the Group members or by a written request signed by at least one-third of the active members.

Section 2: Vote for Dissolution

A special meeting shall be called to discuss the proposal for dissolution. The Group shall be dissolved if at least two-thirds of the active members vote in favor of the proposal.

Section 3: Notice of Dissolution

All members shall be given at least 30 days' notice prior to the meeting where the dissolution vote will take place.

Section 4: Distribution of Assets

In the event of dissolution, any remaining assets of the Group shall be distributed as follows:

1. All outstanding debts and liabilities shall be paid.
2. Any remaining funds and assets shall be donated to a charitable organization selected by the majority vote of the remaining active members.

Section 5: Final Report

The Secretary of the Brick shall prepare a final report summarizing the financial status and activities of the Group up to the date of dissolution. This report shall be made available to all members.