

Bylaws

I. Mission

The purpose of the Colonnade Club (the Faculty Club of the University of Virginia, hereinafter the Club) is to foster social, cultural, and intellectual interchange among its members and to promote the welfare of the University and its faculty. In fulfilling this mission, the Club utilizes and serves as a steward for the historic facilities provided to it by the University.

II. Officers

1. The Officers of the Club shall be a President, a Vice President, and a Treasurer.
2. The term of office for the President, Vice President, and Treasurer shall be for one year beginning at the end of the March meeting of the Board of Governors that follows each annual meeting.

III. Board of Governors

1. The Board of Governors shall be responsible to the members for the management of the Club and its property and shall exercise supervision over its interests and affairs, including the drafting of the General Regulations, found in Appendix A.
2. The Board of Governors shall be composed of no more than 11 resident members of the Club elected by the membership and five *ex-officio* members: the President of the University of Virginia Alumni Association or a designated representative, the immediate past president of the Club, the President of the University or a designated representative, the chair of the Faculty Senate or a designated representative; a member at large appointed by the Board of Governors. From the elected members the Board of Governors shall choose a President, a Vice President, and a Treasurer. The Board of Governors shall employ a General Manager, whose duties are described under Section VII.
3. The terms of office of the elected Governors shall be three years. Such terms shall be staggered so as normally to provide for the retirement of three Governors and the election of three Governors each year. Newly elected Governors shall take office at the March meeting of the Board of Governors following each annual meeting. Governors shall be eligible for re-election. The Board of Governors may lengthen the terms of sitting Governors by no more than one year so as to ensure a proper staggering of terms.

4. At the March meeting of the Board of Governors following each annual meeting, the newly chosen Board of Governors shall select the President, Vice President, and Treasurer.
5. For regularly scheduled (monthly) meetings, at least one-third of the number of active Governors shall constitute a quorum. For specially called meetings, at least 50 percent of the members of the board shall constitute a quorum. The decision upon questions before them shall be by a majority of the votes present.
6. It shall be the duty of the Board to establish proper rules and regulations for the government of the Club, to fix fines and penalties for the violation thereof, and to enforce, or in its discretion remit, the same. To ensure order in the rooms, the Board, individually and collectively, shall enforce at all times a strict observance of the rules and regulations. The Board shall approve the annual budget, control the expenses and charges of the Club, regulate prices, and receive and redress complaints, provided the same shall be properly made in writing. The Board shall report at every annual meeting, or more often if required, on the financial status of the Club.
7. The Board of Governors shall meet in regular session at least once a month, except as the President may otherwise determine, and meetings may be called at the discretion of the President or at the written request of three Governors. Any Governor who is absent for three consecutive meetings of the Board, unless a satisfactory excuse for the absence is presented to the President, shall be held to have resigned from the Board. Any vacancy in the membership of the Board may be filled by the Board from among the eligible members of the Club. When necessary, the Board may determine the period of service for Governors filling vacancies so as to ensure a proper staggering of terms, not to exceed one normal term.

IV. The President

It shall be the duty of the President to see that the bylaws and regulations of the Club are observed. When present, the President shall preside at all meetings of the Club and of the Board of Governors and shall perform such other duties as usually pertain to the office. The term of office shall be one year. The President shall be eligible for re-election.

V. The Vice President

It shall be the duty of the Vice President to represent the President at all functions where the latter is unable to be present, to perform the duties of the President whenever the latter is absent, and to assume such further

duties as the President may assign. The term of office shall be one year. The Vice President shall be eligible for re-election.

VI. The Treasurer

It shall be the duty of the Treasurer to oversee the financial matters of the Club. The Treasurer shall be responsible for collecting money due the organization and for its safekeeping. The Treasurer shall keep an accurate record of all funds collected and disbursed and be able to furnish a statement at any time showing the financial condition of the Club. The term of office shall be one year. The Treasurer shall be eligible for re-election.

VII. The General Manager

1. It shall be the duty of the General Manager to keep the minutes of all meetings of the Board, notify members of their election, issue notices for all meetings, conduct the correspondence, and maintain an archive of all Club records.
2. The General Manager shall direct the day-to-day operation of the Club.
3. The General Manager shall receive, care for, and disburse the funds of the Club as directed by the Treasurer.
4. The General Manager shall make reports to the Board and shall act in accordance with its instructions on all matters relating to the membership and general welfare of the Club and shall perform such other duties as usually pertain to the position. The compensation shall be fixed by the Board.

VIII. Membership

1. The membership of the Club shall consist of the following classes: Resident and Non-Resident members, Emeritus members, Honorary members, Life members, and Ex-Officio members. All classes of membership shall be entitled to all privileges and rights unless expressly denied.
2. Resident Membership
 - a. The following groups of persons shall, upon appointment to the University, become eligible for membership in the Club:
 - (1) All members of the full-time faculty.

- (2) Senior administrative staff in the employ of the University and those in University-affiliated Foundations who are appointed by their Foundation boards.
 - b. The following groups of persons shall become eligible for membership in the Club only upon election by the Board of Governors:
 - (1) All members of the part-time faculty.
 - (2) Persons not in the employ of the University who have performed important services for the University and have exhibited an active and continuing interest in its work as an academic institution.
 - (3) Persons employed at a sister or affiliate institution of higher education, in positions comparable to those at the University described under Section VIII, 2a.
 - (4) Selected alumni of the University who are nominated by current members.
3. Non-Resident Membership

Persons residing outside Charlottesville and Albemarle County and its contiguous counties (Augusta, Nelson, Buckingham, Fluvanna, Louisa, Orange, Greene, and Rockingham) who are former Resident members or who meet the criteria under Section VIII, 2b and are elected to Non-Resident membership. Non-Resident members shall enjoy all of the privileges of membership.
4. Emeritus Membership

Persons described under Section VIII, 2a, holding membership in the Club for at least ten years immediately prior to their retirement from the University shall, upon such retirement, be eligible for Emeritus Membership. The request for such change in membership shall be made to the General Manager and brought to the Board of Governors for approval.
5. Honorary Membership

Such other persons as the Board of Governors may choose to recognize for their outstanding contributions to the University and/or the Club may be elected to Honorary membership. Honorary members shall enjoy all of the privileges of membership except that of voting at annual meetings.
6. Life Membership

Life membership shall be extended to members who pay an amount of dues computed from their present age to age 70 at the then-current membership dues rate, or ten years of such dues, whichever is greater.

7. Ex-Officio Membership

Ex-officio members shall be the President of the University and all current members of the Board of Visitors. Ex-officio members shall enjoy all the benefits of membership except that of voting at annual meetings.

8. Departmental Membership

University departments and administrative offices may obtain a departmental membership in the Club. Such membership extends to the department the right to reserve overnight accommodations and to reserve space for academic and social events.

9. Spouses of deceased members (as described in Section VIII, 2, 3, 4 and 6) may continue membership in their own names with payment of appropriate dues or no dues in the case of Life or Emeritus members.

IX. Election of Members

1. Candidates automatically eligible for membership (described under Section VIII, 2a) shall be invited to become members, subject to the payment of membership fees and dues as set forth in Section X.
2. Candidates subject to election to membership (described under Section VIII, 2b and Section VIII, 3) shall be elected to membership by a majority of the Board of Governors. Every such candidate for admission must be nominated by one member and seconded by another.

X. Fees and Dues

1. Membership dues and fees shall be set by the Board of Governors in accord with the changing needs of the Club.
2. When both spouses in a family are faculty members (both being thus eligible for Club membership) and both desire membership in the Club, both may obtain full membership by one paying dues and the other by paying a special membership fee set by the Board of Governors.
3. Honorary, Life, and Ex-officio members shall be exempt from the payment of annual dues.

4. Current members on leave from the University for a period of one semester or more and new members joining during the second semester shall be charged pro-rata dues.
5. No refund of fees and dues shall be granted for resignation from the Club.

XI. Sanctions for Members' Noncompliance with Bylaws and Regulations

1. Financial Delinquency

Ninety days delinquency in the payment of dues and/or other monies owed shall engender suspension of the delinquent member's privileges until the member shall make good the indebtedness. If such delinquency continues for an additional sixty days, the Board of Governors may vote to rescind the delinquent party's membership, but such action shall not discharge the indebtedness.

2. Inappropriate Behavior

Members whose behavior transgresses the Club's bylaws and regulations, and/or endangers the welfare, decorum, or character of the Club, is subject to sanctions by the Board of Governors. Upon receiving notice of the first instance of a member's behavioral transgressions, the Board shall vote to issue a written warning and may choose to suspend certain membership privileges for a defined period of time not to exceed one year. If the member persists in the inappropriate and/or offensive behavior, the Board of Governors may vote to rescind the offending party's membership. Members who find themselves in this situation have the right to present a written appeal to the Board within sixty days of notification of such action. A response from the Board will be issued in writing.

XII. Meetings

The Annual Meeting of the Club shall be held on or before February 20 of each calendar year on a date set by the Board of Governors, unless postponed due to circumstances beyond the Board's control. Special meetings shall be called by the Board at its discretion or upon the written request of twenty members of the Club, such request being accompanied by a statement of the object for which the meeting is desired. Twenty voting members shall constitute a quorum for the transaction of business.

XIII. Committees

The President shall appoint such committees as necessary to facilitate the functions of the Club.

XIV. Publication of Bylaws

A copy of the bylaws shall be available to any member upon request.

XV. Amendment of Bylaws

The Board of Governors, by two-thirds vote, shall have the power to adopt, repeal, alter, or amend any bylaw.

Appendix A. General Regulations

1. The Colonnade Club is a private club whose facilities are for the exclusive use of its members. The use of these facilities by non-members shall be closely controlled.
2. Any member may confer upon a non-resident visitor the privileges of the Club, with the approval of the President or the General Manager. Such privileges shall not exceed a period of one month. Members shall be responsible for the conduct of their guests.

Beyond their spouse or personal guest, members may invite up to four non-members to participate with them in Club activities, provided that applicable fees are paid and, provided further, that persons who are normally eligible for membership in their own right may not be brought as a guest more than once a year.

3. Extension of the Club's facilities for non-member functions shall be limited to those groups or organizations having an official or semi-official relationship to the University and whose membership is largely related to the Club's membership. Private parties held by non-members must be sponsored by a member and must have the approval of the General Manager. An appropriate fee may be levied for such parties and functions. The Club will not furnish help through its employees during their regular duty hours for any use allowed under the above regulations.
4. The Upstairs Library and South Parlor may be used by individual members for meetings during regular business hours for up to four hours without charge (when no refreshments are served), provided reservations are made with the Club Office.
5. Private parties of members may be held with charge in Pavilion VII or in the Hotel, upon prior arrangement with the Club Office.
6. No private or non-member function may extend beyond the hour of 11 p.m.
7. The Club shall provide overnight accommodations for a limited number of members or their guests. Users shall pay a daily rental to be fixed by the Board of Governors.
8. No book, journal, paper, or other property of the Club shall be destroyed, mutilated, or taken from the Club rooms, except by authority of the Board. Any person removing from the premises or unnecessarily injuring or defacing property of any kind belonging to the Club shall be required to replace or pay for the property affected. Repeated violations of this regulation by members shall be grounds for forfeiture of membership.

9. Loud conversation in the Club Room, lying or sleeping on any sofa or lounge, and placing feet on any article of furniture shall be prohibited.
10. Members wishing to complain of any act, neglect, or impertinence on the part of any employee or member of the Club or to make any suggestions regarding the conduct of any department of the Club may address their remarks to the President of the Club in writing.
11. No pets shall be allowed in the Club, with the exception of seeing eye dogs.
12. No member shall give money or other gratuity to any employee of the Club for the purpose of receiving preferential treatment.
13. The Upstairs Library and South Parlor may be used for three instructional (class) purposes per semester.
14. Use of the Club's facilities (Pavilion VII) during Final Exercises Weekend
 - a. Members and/or their guests staying in overnight accommodations at Pavilion VII during Finals Weekend shall be allowed full usage of the pavilion as permitted under the articles above. However, member/guests should not impede the activities of the official Presidential Party housed in the Pavilion during Final Exercises.
 - b. Those members and/or guests staying in overnight accommodations may have up to four visitors in the Pavilion on the day of Final Exercises if these visitors are appropriately credentialed by the General Manager or the Club staff.
 - c. Use of the balcony during Final Exercises shall be limited to those members/guests staying in the overnight accommodations and their credentialed guests.
 - d. Members of the Club may enter the Pavilion during Finals Weekend if appropriately credentialed.
 - e. Invited guests for functions held by members and/or their guests during Finals Weekend must provide appropriate identification for admittance to the Pavilion.
15. All members and/or their guests staying in overnight accommodations must be mindful of other members/guests staying in the Pavilion and refrain from inappropriate, loud, or raucous behavior. In keeping with the Club policy, parties must end by 11 p.m.

16. If the above rules are not followed, appropriate fines or sanctions (as referenced in the Bylaws, Section XI) will be set and levied by the General Manager.

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