

Bylaws

The Center Pub Association Of Drew University

Article I.

Name and Affiliation

The name of this non-profit corporation shall be the Center Pub Association, the premises of which shall be located in the Drew University Center, a facility of Drew University, an accredited institution of higher learning chartered by the State of New Jersey in 1868.

Article II.

Purpose

The purpose of this non-profit corporation shall be to enhance the social and recreational atmosphere of the University by providing a meeting place for members from all segments of the campus community within the legal restrictions on the State of New Jersey.

Article III.

Members

Section 1. Membership in the nonprofit corporation shall be open on a voluntary basis to all persons in the following categories, as permitted by State of New Jersey regulations:

1. Matriculated students of the University.
2. Members of the University faculty.
3. Members of the administration and staff of the University.
4. Alumni/ae of the University.
5. Affiliated members of the Drew community and up to nine guests.

Section 2. The members of the governing body of the non-profit corporation, hereafter referred to as the Pub Advisory Board, shall have power to revoke Membership for any justifiable cause.

Article IV.

The Pub Advisory Board

Section 1. The officers of the non-profit corporation shall be appointed by the University administration.

Section 2. The members of the Pub Advisory Board shall be constituted as follows:

1. The officers of the non-profit corporation shall be three University staff members and one tenured University faculty member; one of these three must be a representative of Campus Life and Student Affairs.
2. One graduate student appointed by the Graduate School dean or/and one student (to also include the GDR) appointed by the Theological School dean through a process determined by the dean.
3. One CLA student appointed by the Board.
4. One representative of Public Safety.
5. The Pub Advisor.
6. The Coordinator of the Alcohol Awareness Program

Section 3. The members of the Pub Advisory Board shall normally meet once every three months, beginning in September and ending in April, excluding January. The Board Chair can call for additional meetings if necessary. If either the chair or the secretary cannot attend a meeting, a proxy must be appointed to fulfill the duties of the position.

Section 4. The Pub Advisory Board members shall elect from among themselves a chairperson who shall preside at all meetings and who shall ensure that all duties of the Board are fulfilled. The Board shall elect a secretary who is responsible for recording the minutes of each Board meeting.

Section 5. The Pub Advisor is responsible for reviewing and approving student manager selections, and presenting them to the Pub Advisory Board; and for reviewing and approving prices, hours, regulations, and operations appropriate to matters of service and supervision, as formulated and submitted by the Pub Advisor and the student managers. The Pub Advisory Board shall have final authority over the affairs of the non-profit corporation. All memoranda and documents relating to these items and all current contractual agreements, as well as copies of the books of account for purchases and sales of all goods and services, shall be filed with the Purchasing Office of the University or another designated office.

If necessary, one week prior to its meeting, the Pub Advisory Board shall be given a detailed list of income and expenditures; upcoming programming and marketing plans; and any proposals regarding operating procedures, including but not limited to changes in price and hours of operation. This is to be prepared by the Pub Advisor. No permanent change in

the operating procedures of the Pub will be final until after the Pub Advisory Board has given its approval.

Section 6. Throughout the academic year all programs in the Pub shall be open to the entire Drew community within the legal restrictions of the State. Any exceptions must be specifically authorized by the Pub Board.

Section 7. The Pub Advisory Board shall have no direct authority over the non-managerial staff of the Pub, who shall report only to the student managers and the Pub Advisor.

Article V.

Meetings

Section 1. For meetings of the Pub Advisory Board, a quorum shall be a minimum of four members plus the Pub Advisor.

Section 2. Regular meetings of the Pub Advisory Board shall be open to students, faculty, and staff of all divisions of the University.

Section 3. The Pub Advisory Board may meet in executive session if deemed necessary by the members of the Board.

Article VI.

Type of Beverages

The sale of alcoholic beverages in the premises of the non-profit corporation shall be limited to beer and wine having a maximum alcoholic content of 10% by volume and in 12 oz. bottles or 12 oz. cans.

Article VII.

Dissolution of the Non-Profit Corporation

Section 1. The non-profit corporation may be dissolved in accordance with the statutory requirements of the State of New Jersey.

Section 2. The non-profit corporation shall maintain an escrow of \$2,500 reserved for meeting obligations in case of its dissolution.

Article VIII

Requirements for Private Parties/Special Events

Section 1. Drew departments may request to hold events in the Pub for Drew related events. Approval is granted by the Pub manager in conjunction with one other member of the Pub Advisory Board.

Section 2. Drew-affiliated groups (INTO, RISE, etc.) wishing to use the Pub will be approved on a case by case basis.

Section 3. Non-Drew groups paying to use Drew space for an event are not permitted to use the Pub and must adhere to the alcohol requirements of the catering policy in the location they are renting.

Section 4. All groups using the Pub for a special event will pay a flat fee of \$150 for use of the space plus the cost of alcohol. All registered student clubs are exempt from this requirement.

Section 5. The department/group shall be responsible for the cost of Aramark provided bartenders if no such Pub bartenders are available.

Article IX.

Amendments of Bylaws

Section 1. Bylaws can be amended by the Pub Advisory Board and ratified by a two-thirds vote of the Members present and voting at a meeting during the academic year announced at least two weeks in advance. The existing bylaw and proposed amendment must be presented directly to the Members at least two weeks in advance of the meeting at which the vote is to take place.

Approved: 5/8/74

Amended: 5/76, 5/77, 5/78, 3/80, 10/01, 12/03, 04/09, 03/15