[logo]

[meetup name]

# Charter

## Article I Organization

### Section 1 Name

The name of this organization is [club name] as we intend to establish groups throughout [city] so that members can play as often as they’d like as close to home as possible.

## Article II Statements

### Section 1 Mission

Meetup is an online network designed to help people find others who share similar interests. It is the mission of our meetup to promote the game and culture of mah jongg by hosting events throughout [city]. We strive to make our events inviting, challenging and fun. We welcome people from all walks of life who want to learn and actively play the game in all its forms.

### Section 2 Vision

We provide opportunities for new players to learn the basics of mah jongg. We also provide events that challenge and encourage experienced players.

### Section 3 Culture

#### Groups: Private vs. Public

A private group typically has four players who commit to a weekly game. If one of the four can’t play, they call an alternate to fill in. The greatest benefit to playing with a private group is that members can count on a four-player game and never have to worry about playing at a table of three. One drawback is that games are often cancelled when four players are not available. Another drawback is that many times interpersonal issues arise that end with member turn-over, or worse yet, the group disbanding.

The dynamic is quite different with a public group. The player-pool is larger, and the only commitment is that, if a member RSVPs, they are expected to come. The benefits to playing with a public group are that members have the opportunity to play with lots of different players and games are rarely, if ever, cancelled. One drawback is that some members drop-in or drop-out at the last minute so there is a chance that there will be tables with only three players. Another drawback is that the group consists of all skill levels so beginners play with advanced players which can be uncomfortable. The best way to mitigate these drawbacks is to have a player rotation throughout the day to ensure an enjoyable experience for everyone.

As far as our group is concerned, we will arrange 4-player tables whenever possible. Since some members drop-in or drop-out at the last minute, there may be 3-player tables. To be fair to the group as a whole, all members will be expected to be flexible and play at a table of 2, 3, 4, or 5.

Games are for adults only unless specified otherwise in event details.

We are a very social group. You will find that our events are filled not only with great Mahjong but with laughter and lively conversation as well. If you prefer a serious, fast-paced game this may not be the group for you.

## Article III Membership

### Section 1 Compliance

Members are expected to read this Meetup Charter and adhere to the policies within.

### Section 2 Eligibility

Anyone is eligible to join this Meetup. Following are the requirements:

* A Member must join this Meetup and must be able to RSVP online in order to attend any event
* A Member's profile must include the Member's real first name and, at a minimum, the initial of their last name
* A Member's profile must include a recent photograph of only the member that clearly shows the Member's face
* A Member must provide their phone number and email address (for internal use only

Our Meetup is private so profiles will be visible only to members.

### Section 3 Dues Annual

#### Dues

Member dues total $13.52 per year ($1.52 goes to Meetup for their WePay transaction fee). We are charging dues so we can:

* Cover Meetup subscription ($23.99 per month)
* Encourage more engaged members
* Have a reserve fund
* Provide supplies, equipment, or services
* Improve events

Members will automatically be billed each year. An email reminder will be sent before each charge. Dues can be cancelled at any time but must be paid prior to submitting an RSVP to an event. If a member does not pay their dues on time, they will automatically be removed from the roster. Any member can join again when they are ready to pay dues.

Guests of any member pay $1 for regular events and pay fees as stated for special events. Pay your event host upon arrival

Although we want a friendly atmosphere, we are still competitive. We play by standard National Mah Jongg League rules with the following adjustments to ensure a friendly yet still competitive atmosphere...

* When there is a simultaneous call for a discard, the player next in turn gets the tile.
* When we have a three-player table, the Charleston is dealer’s choice. If the Charleston is included and if you get a joker from the missing player, you get to keep it.
* For wall games, each player places a quarter on their rack for the next winner.
* We play with a $5 pie (loss-limit; quarters, dimes, nickels).

We do not:

* Play Doubles
* Play Hot Wall
* Play Cold Wall
* Play Atomic
* Play with Futures
* Pick Ahead
* Mush

### Section 6 RSVP

If you are planning to attend any of our Mahjong events, RSVP "Yes". If your plans change and you are unable to attend, change your RSVP to "No" as soon as possible.

There is a comment section available for use when you RSVP. Use it to post questions, concerns, etc. If the event specifies that multiple styles will be played, use the comment field to tell everyone the style that you want to play during that event and include your skill level. For example, “NMJL (advanced)” or “Cantonese (beginner)”.

If you are bringing a guest, please provide their name, style, and experience level as well.

### Section 7 Disciplinary Action

To protect our purpose and mission we have established a "3 strikes and you're out" policy. We expect all of our members to follow the universal golden rule, "One should treat others as one would like others to treat oneself". In terms of gameplay, we expect the following of our members...

Do …

* Be reliable and show up when you RSVP to attend; update your RSVP if your plans change but consider that others plan to play based on the RSVP list.
* Be hospitable when players arrive and get to know new members.
* Be courteous when someone wins and give them the attention they've earned.
* Be cordial and play nicely with players who are not in your close circle of friends.
* Be gracious and play patiently with beginners; remember we were all beginners at one time and are grateful that someone helped us along the way.
* Be cooperative if our gameplay differ from what you are used to.
* Be a good patron when playing at a restaurant; purchase something while there since they graciously give us space at no additional charge and do not bring outside food or drink into the venue.
* Keep your hands behind your rack during the game.
* Count to 3 before drawing a tile.

Don't …

* Be talkative during a hand. If you want to have a serious conversation, take it to the side.
* Be critical; gentle instruction is welcome, critical remarks are not.
* Be negative; everyone comes to have a good time so make every effort to exhibit good sportsmanship.
* Be disparaging of others and kindly deal with issues as they happen. If an issue is not resolving, take it one-on-one. If an issue is still not resolving after a one-on-one, discretely take it to your event leader. If an issue persists even after discussing it with your event leader, take it to a Meetup Officer.

Remember, it's a just a game!

## Article IV Leadership Team

### Section 1 Meetup Officers

Meetup officers make up the governing body of our Meetup. These positions are filled on a volunteer basis and are described below:

**President** - Name - Responsible for fulfilling the mission of this Meetup; presides at meetings and executive committee; appoints all committees and has general supervision of this Meetup; responsible for policies, procedures and controls; responsible for planning, organizing and directing special events like tournaments and demonstrations; responsible for planning, organizing and directing a program that ensures membership retention and growth; creates opportunities for new members to learn the basics of the game; and will take no action binding upon this Meetup without either specific prior authorization or subsequent ratification by this Meetup.

**Finance Officer** - Name - Responsible for keeping accurate financial records and maintaining financial stability; includes oversight of expenditures.

**Marketing Officer** - Name - Responsible for developing and implementing the overall strategic public relations program including media relations, community relations, and marketing initiatives.

**Special Events** **Officer** - Name - Responsible for planning, programming, and managing special events such as tournaments and parties.

**Membership** **Officer** - Name - Ensures member profiles are complete and assists members with the Meetup system as needed.

As a small token of our appreciation, Meetup Officers receive a free membership while they serve.

If you are interested in serving as an Officer, please contact Michele Frizzell.

### Section 2 Meetup Organizers

Meetup Organizers have an essential role in fulfilling our mission. These positions are filled on a volunteer basis.

Organizers should be confident about how to navigate through our Meetup site and should know how to use the calendar tools. They should also be able to share about our group with both members and prospective members - the best way to do this is to study both the "About Us" page and the Meetup Charter. Following are the roles and responsibilities of Meetup Organizers:

**Organizer and Co-Organizer:** The Organizer and Co-Organizer have full control over the Meetup group, including the ability to manage the group calendar and site settings, all member communication, and everything related to money collection. The Co-Organizer role will be given to Meetup Officers and their responsibilities are described above. Responsibilities include those listed for an Event Organizer.

**Event Organizer:** The Event Organizer has limited control over the Meetup group but has full control over the group calendar and can email members. For each event, Event Organizers will be expected to monitor RSVP's, reply to comments, and send emails as needed. They will also need to collect dues from members and guests. They may add events to the Meetup calendar as they wish but must adhere to event detail guidelines as provided in training.

As a small token of our appreciation, Organizers receive a free membership while they serve.

If you are interested in serving as an Organizer, please contact [President Name].

## Article V Operating Procedures, By-Laws, and Standing Rules

### Section 1 Meetings

Formal leadership meetings will be held annually. Meetup Officers and Organizers are expected to attend, members are welcome.

### Section 2 Amendments

Amendments to this Meetup Charter will be made by a simple majority by the leadership team in attendance at annual leadership meetings. Any member of this Meetup can propose an amendment.

If you disagree with any of these policies, this may not be the group for you.