



Knoxville Area Pagans & Wiccans (KAPOW)

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Organization: KAPOW is a loosely-knit organization founded at Samhain, 1998, to help foster trust, friendship, and respect between Pagan/Wiccans groups, Solitaries, and anyone interested in earth spiritually. KAPOW is not a tradition, but a group of people with open minds and hearts. KAPOW is designed to bridge the relationship and community feelings between Pagans, Wiccans, Heathens, Witches, and any Earth-based religious groups.

Paganism: Paganism is an earth-based religion that believes in the concept of that we are connected to the earth and the cycles of the seasons. Paganism is an individual religion where the exact beliefs are each persons understanding of the divine and that connection. There is no one single pagan belief pattern that describes all the different paths that are within the pagan religious systems.

Wiccan: Wicca is an earth-based religion that draws its belief system from the natural cycle of the year. Wiccans also hold a belief of the Gods and Goddesses, which is seen in all things. There is no one single belief pattern that describes all of the paths within Wicca.

KAPOW Bylaws

1) Mission Statement.

To share joy and wisdom.

To provide a safe environment to celebrate, worship, and learn with each other.

To provide networking for local Pagan and Wiccan and other groups in East Tennessee.

To sponsor education activities within the Pagan and Wiccan communities within East Tennessee

To sponsor educational and community services within East Tennessee

2) Structure.

Membership shall consist of voting members. Voting members are those that attend the monthly business meetings.

Steering Committee shall consist of positions including, but not limited to, those positions and duties outlined in Article IV of these bylaws.

3) Membership

Membership into KAPOW is open to all that have an open mind. Religious beliefs or lack of any religious beliefs is not a requirement for membership.

Voting Member. To qualify as a voting member, the person be at least 18 years of age and be present at meetings. Voting members have a say in meetings, help make decisions, and elect the Steering Committee.

No one will be refused members based on Age (18 and up), race, gender, sexual preference, financial status, belief systems, or physical limitations.

The only requirement is an open mind.

4) Steering Committee

The Steering Committees primary responsibility shall be to uphold the KAPOW Mission Statement.

Voting members shall elect the Steering Committee. The newly elected member shall take office at Summer Solstice and Winter Solstice.

Terms. Steering Committee members shall be elected for a six-month period of time. The elections are held twice a year one at the Beltane and Samhain business meetings. A member may be elected for two consecutive terms. No member may serve three consecutive terms.

The Steering Committee shall consist of five members.

The Steering Committee shall schedule all events, workshops, gatherings, projects, and activities for KAPOW.

If a person has to leave a position of the Steering Committee before their time is up, a special meeting will be held for the Community to pick a new Steering Committee member. If the meeting does not provide an election and candidate, the current Steering Committee will select a member of their choosing.

If someone leaves the Steering Committee and they have less than half of their term left, the new person will not have that term counted as one of the two terms they can serve.

Positions on the Steering Committee shall consist, but not be limited to, the following:

Chairperson – leads meetings, motivates Steering Committee

Vice-Chairperson – Maintains and updates the KAPOW website, and keeps it current with in 48 hours. Maintains the “Calendar of Events” for all KAPOW functions.

Secretary – Records all Minutes and makes them available electronically to the Webmaster. Does all necessary secretarial duties as needed and assigned by the Steering Committee. Reports to the Vice -Chairperson.

Treasurer – Manages all financial records, accounts, and monies for the KAPOW organization. Does all necessary Treasury duties as needed and assigned by the Steering Committee. Provides all financial records at every meeting in case of an Audit by the Steering Committee. Reports to the Chairperson.

Public Relations – Membership coordinator. Does all promotions of activities conducted by the Steering Committee, including posting announcements on the different pagan websites. Reports to the Vice-Chairperson.

5) Business Meetings

Business meetings shall be open to all members of KAPOW and conducted on a monthly basis. The meetings will be held the hour (7-8pm) before the monthly PNO to give everyone an opportunity to attend. The PNO’s will not discuss business, but rather be a time for networking and socialization.

Three of the five Steering Committee members must be present for the meeting to be official.

A meeting agenda shall be giving to all attending members.

All events, workshops, gatherings, and other activities shall be discussed at the business meeting. The calendar of events shall be presented and voted on for at least one month before the events.

Treasurer shall report on KAPOW.s financial status at each meeting.

The minutes of the previous business meeting should be read and voted into acceptance, by the voting members. In case of a tie in the vote, the Chairperson shall cast the deciding vote.

Business meetings shall follow the following format:

Meeting called to order.

Chairperson reads the previous meeting minutes and requests approval. A second person must make the request official, by seconding the request.

Chairperson asks if any discussion is needed.

If no discussion is requested then a vote is taken to enter the minutes as official. A majority by one vote is required to pass the motion.

If a discussion is requested, the Chairperson shall set a time limit of five minutes on each article in debate. At the end of the time limit a vote is taken and the minutes are either vote in or out.

If the minutes are not voted into the record, then all business conducted at the last business shall be void. The agenda from the previous meeting will be reviewed and reopened.

The Treasurer presents a financial report, and the Chairperson requests that the treasury report be accepted, following the same procedure as the Minutes.

If there is a problem with the financial report, an independent committee will be appointed by the Steering Committee. The independent committee will review the report and all financial records with a 30 time frame to review and report the findings.

Old business will be discussed and voted on, if required.

New business will be discussed.

Calendar of events will be discussed.

Open forum

Chairperson requests the meeting be closed. A second is required and a vote is taken.

Motions: During the course of the meeting there are several items that will need to be address, discussed, debated, voted on, or other actions that will need to be handle.

The following format shall be used:

The chairperson will asked for motion or needs from the members that are attending the meeting.

Any member, after being recognized by the chairperson, may make a motion on business that needs to be brought to the attention of the membership, Steering Committee, or other committees.

After the item has been brought to the floor. A vote is needed to see if the items should be discussed. A majority of at least one is needed for an item to be approved for discussion. The following produce will then take place:

Chairperson: .Motion _____ has been brought before the membership for concern. Is there a .second. to this motion for discussion?.

After the motion is seconded, voting members may approve by saying .Aye,. or deny the motion, by saying .Nay..

If a majority of one (1) more than half states .Nay,. then it is a dead issue until the next regular business meeting.

If a majority of a more than half states .Aye,. then the Chairperson shall open the motion for debate.

Before discussion commences, the Chairperson must recognize a speaker. Each speaker shall have 5 minutes to state his or her concerns about the motion.

After discussion, the Chairperson shall ask if there is any motion for a vote on the issue. If a motion is obtained, then the Chairperson shall ask if the motion is seconded. After a second is received, the motion shall be voted upon. If it is too close to tell by an oral vote, then a counting of hands shall be called for.

Steering Committee Meetings

Steering Committee meetings shall be held on a quarterly bases.

At least three Steering Committee members must be present for the meeting is official.

The Steering Committee's primary responsibility is to uphold the KAPOW Mission Statement.

The Steering Committee meeting is closed to all non Steering Committee members.

6) Drug Policy

No minor shall bring, be offered, allowed to consume any illegal drugs, alcohol, or other substance that could harmful or illegal to the minor at any event, gathering, workshop that KAPOW sponsors.

No illegal substances will be allowed at any KAPOW-sponsored events.
Violation of this section is cause for removal from KAPOW.

7) Harassment Policy

No Harassment shall be allowed of any type at any event sponsored by KAPOW.

Violation of this section is cause for removal from KAPOW and any of it's functions.

8) Disciplinary Actions

Violations include, but are not limited to, the following items:

Criminal Act

Violation of Drug Policy

Violation of Harassment Policy.

Degree of Discipline. There are two disciplinary degrees: removal from KAPOW and any KAPOW function for a year and a day or expulsion from the organization.

Removal.

Recommendation must come from the Steering Committee.

Must be approved by 2/3 vote of members attending the Business or special Meeting.
May submit to rejoin KAPOW after 1 year and 1 day.

ii. Expulsion for a specific time period.

Recommendation must come from Steering Committee.

Must be approved by 2/3 majority of eligible voting members in attendance.
Procedures.

Any members of KAPOW may present a case against any member at any business or special meetings.

The Accused member need not be present.

At the time of the placement of charges, the Steering Committee shall appointed a member of the Steering Committee to make contact with the Accused and to set a special meeting, which may also be the date of the next business meeting, for a Hearing, which must take place within 30 calendar days.

The Hearing will consist of four parts: Hearing Officer, Members at the Meeting, Accuser, and the Accused.

The Accused may elect anyone within KAPOW to act on his half.

The Accused may elect not to attend any hearing. The hearing will then take place with the Accused present.

All KAPOW members shall be notified of the special meeting, but no details of the charges will be given until the meeting.

Chairperson must ensure that each side is given due consideration to be heard and treated fairly.

Chairperson may assign anyone he or she needs to ensure that the peace is not broken. Chairperson shall have no voting power at the Hearing.

The Accused, Accuser, and their liaison shall not have voting power for the Hearing. There is no appeal to the decision of the Hearing.

The membership shall find the verdict and the penalty to be placed against the Accused or Accuser.

9) Financial.

The Treasurer is responsible for the financial aspects of KAPOW.

The Treasurer is a member of the Steering Committee.

The Treasurer shall report at each business meeting under the title of old business in the following format:

Balance as of last business meeting.

Credits since last business meeting.

Debits since last business meeting.

Starting balance at the beginning of the current business meeting.

The Treasurer shall bring all ledgers, checking account records, saving accounts records, and account received logs to each meeting. He or she shall submit these documents for examination at the request of the Steering Committee or at least every quarter.

b) Assets.

Cash Money: All cash money, except the petty cash, shall be kept in a checking account. The account to be located by the Steering Committee. The Chairperson and the Treasurer are responsible for all funds in the checking account, and in the petty cash. All monies will be kept in the KAPOW Checking account. Petty cash will be no more than necessary to operate KAPOW fundraisers, and is only to be on hand at Business meetings and fundraisers.

ii) All transactions will require a receipt. If the amount exceeds \$50 the request must have approval from the Steering Committee.

10) Changing the Bylaws.

Changes to the Bylaws will be posted on the KAPOW website. All members have a right to discuss these changes. If a member does not have access to the website, a paper copy will be mailed to them when they provide a Self Addressed Stamped Envelope.

If any member has an issue with the Bylaw changes, they must contact a member of the Steering Committee. The Steering Committee will respond to them within 3 days of the initial contact.

If issues cannot be resolved, a special meeting will be held. Time and place determined by Steering Committee. If no Member has issues with these changes to the Bylaws, they will take effect 15 days after posting to the Website.

A feasibility study will be done at least every 2 years to evaluate KAPOW Incorporating or having Non-profit status.

11) Disbandment

If KAPOW ceases to exist, all money, real estate, and other property shall be donated to a caused that will be decided at the time of disbandment. The only requirement is that the group that receives the property must be a tax-free group.