

**POLICIES AND PROCEDURES  
of  
CANYON STATE NATURISTS, INC.**

**ARTICLE I: ANNUAL CORPORATE MEETING  
OF THE GENERAL MEMBERSHIP**

**Section 1: Scheduling of Meeting**

There shall be one (1) meeting of the General Membership of the Corporation each year.

**Section 2: Quorum for Meeting**

A quorum at the Annual Meeting shall consist of two thirds (2/3) of the Corporation's Officers and Trustees. If a quorum is present, the meeting shall not be deemed broken by the subsequent withdrawal of any Officers or Trustees unless such withdrawal reduces the number of Officers and Trustees below the required two thirds (2/3) number.

**Section 3: Notice of Meeting**

- A. Notice of the date, time and place of each Annual Meeting shall be made to each Member in Good Standing (See Bylaws Article VII. Part F. Good Standing for definition) no less than fourteen (14) calendar days prior to the date of the meeting.
- B. Meeting notifications may be placed in the Organization's official communications, or in other forms as deemed necessary.

**Section 4: Agenda for Meeting**

- A. The Annual Meeting (which is open to the General Membership) shall be preceded by the publication of the agenda for the meeting.
- B. Fourteen (14) calendar days prior to the Annual Meeting the President shall call for agenda items. The agenda shall be posted on the Organization's website at least seventy-two (72) hours prior to the meeting, and it shall be sent to all Members in Good Standing via the Organization's email distribution list.

**Section 5: Conduct of Meetings**

The meetings of both the Governing Board and the General Membership shall be conducted using Robert's Rules of Order, within reason.

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

## **Section 6: Supplemental Meetings**

- A. Additional meetings of the Corporation may be called by the President of the Board with a minimum of seventy-two (72) hours' notice;
- B. The exception is that any Officer or Trustee, with the written consent of two thirds (2/3) of the members of the Board, not counting the President, may call a special meeting to discuss the removal of the President from office. Lack of response will be considered a "No" vote.

## **ARTICLE II: GOVERNING BOARD MEETINGS**

### **Section 1: Filling Vacancies in the Governing Board**

Vacancies in the Governing Board for any cause may be filled by any Member in Good Standing with the approval of the remaining Officers and/or Trustees at any meeting until the positions are filled at the next regularly scheduled election for that position. The President may appoint any Member in Good Standing to fill such vacancies, with the advice and consent of the Board.

### **Section 2: Powers and Duties of the Governing Board**

- A. The Governing Board shall manage the business and affairs of the Corporation, and shall exercise all the powers that may be defined under the Statutes, the Articles of Incorporation, and/ or Bylaws of the Corporation, including but not limited to:
  - 1. Formulate the general policies and affairs of the Corporation;
  - 2. Approve the annual budget;
  - 3. Manage and maintain all property of the Corporation;
  - 4. Review and either ratify or reject all appointments and recommendations requested by Board appointed committees;
  - 5. Ratify all amendments to the Bylaws of the Corporation;
  - 6. Appoint Chairpersons and approve members of Board-created ad hoc committees;

7. Appoint persons to the Board to fill vacant positions (See Section 1 for procedure);
  8. Appoint committees to determine the Corporation's policy or position with respect to all matters, and designate a spokesperson for the Corporation on any matter upon which the Board develops such positions, policies or recommendations;
  9. Appoint Ex-Officio Members as requested by the President, and define their duties and authority;
  10. Remove Members not in good standing;
  11. Review and make changes to the Policies and Procedures Manual by a two-thirds (2/3) vote of the quorum of the Board;
  12. Review and make changes to the Bylaws with a two thirds (2/3) vote of the quorum of the Board;
  13. Other business brought before the Board.
- B. To avoid possible conflicts of interest, as well as personal conflicts, in the governance of the Corporation, only one (1) person of a married couple or immediate family, or one (1) person of a multiple membership household will be permitted to hold a voting position on the Governing Board.
- C. By a vote of the majority of the Board, the provision listed in Part B may be waived whenever the total membership falls below fifty (50) members, or no other member is willing to stand for office or serve. When club membership again reaches fifty (50) or more, this waiver shall no longer apply.
1. The Board may also waive this provision at any time for a period of two (2) years with a two-thirds (2/3) vote;
  2. Any Board member elected under this waiver, or any person appointed to complete the term of a Board member who is no longer serving, will remain in office until the next regularly scheduled election for that position.
  3. Any Trustee who was elected under this waiver, or any person who was appointed to complete the term of a Trustee who is no longer serving, will remain in office until the next regularly scheduled election for that office.
  4. The Board may also waive the one year provision for Trustee eligibility for cause with a two thirds (2/3) vote of a quorum of the Board.

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

### **Section 3: General Membership Meetings and Governing Board Meetings**

#### **A. General Membership Meetings**

General Membership meetings shall be held at least once per year, as required in the Bylaws; however, additional meetings may be held as needed to carry out the affairs of the Organization.

#### **B. Governing Board Meetings**

1. The Governing Board shall meet at least quarterly (every 90 calendar days). In order to ensure that Board meetings are held on a timely basis, any Board Member can submit a written notice to the Board if he/ she observes that this time frame has been exceeded. Upon verification, the President shall call a meeting as soon as possible, with a request for agenda items.
2. Unless otherwise specified by a majority vote of the Board, these meetings shall be open to all Members in Good Standing of the Organization. The general membership may be excluded from any Board meeting when an Executive Session is called to address sensitive issues such as personal matters involving any member, when an attorney at law or a paralegal is discussing matters with the Board, or the Board is obtaining legal advice; when personnel matters are discussed; or for any other business for which the Board deems such exclusion necessary. The reasons for such exclusion, without any identifying details, shall be included in the minutes of the meeting.

#### **C. Agenda**

The President shall poll members of the Board, as well as Members in Good Standing, concerning potential Agenda items, at least four weeks prior to the Annual Meeting of the Board, or any meeting of the General Membership as called by the Board. Date and time of meetings of the Board shall be posted on the Organization's website a minimum of seventy-two (72) hours prior to the meeting. No other notice will be required.

#### **D. Reports**

All Officers and Trustees of the Board, as well as Committee Chairpersons, may be required to prepare written reports of activities, accomplishments,

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

and/ or expenses (with receipts) within their areas of responsibility. These reports shall be submitted to the President in sufficient time for consideration at Board meetings, and shall reflect activities through the end of the preceding month. All such reports shall be included in the official records of the Corporation.

E. Special Meetings of the Board Regarding Short-Term Operations of the Organization

Special meetings of the Governing Board shall be held at the direction of the President or Vice President, with an advance notice of at least forty-eight (48) hours to each Board member. Every effort shall be made by Board members to attend these Special Meetings, either in person or virtually.

F. Action Taken without a Meeting

If necessary, the Board may take any action in the absence of a meeting by obtaining the written approval of two thirds (2/3) of the Board. A record of such actions shall be presented for approval at the next regularly scheduled Board meeting. For this purpose, emailed approvals shall be considered sufficient.

G. Notice of Changes to Scheduled Meetings

Notice of changes to the date, time, and/ or place of scheduled meetings of the Governing Board shall be posted on the Organization's website and distributed to the General Membership.

### **ARTICLE III: MEMBERSHIP**

A. The membership year of the Corporation shall be from July 1 through June 30 of each year.

B. Membership in the Organization may not be denied based upon gender, sexual orientation, creed, marital status, religious or spiritual affiliation, political affiliation, national origin, race, ethnicity, handicap, or age, or other status protected by the United States Constitution, as well as Federal Statutes governing such issues.

C. Any person who has achieved the age of eighteen (18) years may become a member of the Organization by applying for membership, having the application approved, and by paying the annual dues and fees as set by the

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

Governing Board. Each new Member will be assigned a CSN identification number. The Membership Committee has the authority to approve or reject an individual's application and shall inform the Governing Board of the decision.

- D. Any applicant who has been "blacklisted " by AANR National and/or the Naturist Society, shall not be considered for membership (Article VIII, Section 5.e, guest attendance).
- E. New member status is probationary for a period of six (6) months, during which time the Board based on a recommendation by the Membership Committee, by a vote of two-thirds (2/3) of the quorum of the Board, may opt to approve or terminate said membership at that time. If the Board decides to terminate the member before or at the end of the probationary period, the records of such decision shall be recorded in a confidential, need to know file.

## **ARTICLE IV: ELECTIONS**

### **Section 1: Election of Officers and Trustees**

- A. Officers and Trustees of the Board shall be elected to staggered two (2) year terms by a vote of the General Membership in January of each year. The President, Secretary, and one (1) Trustee shall comprise one of the staggered terms, with the Vice President, Treasurer, and the other Trustee comprising the other staggered term.
- B. Elections for Officers are determined by a count of the votes, in which the candidate with the most votes wins the position. In the event of a tie, a simple flip of an honest quarter by a disinterested party shall determine the outcome of the election.

### **Section 2: Election Process**

- A. No later than December 1 of each year, the President shall call for nominations from the full membership for open offices
- B. Nominations will close fourteen (14) days prior to the date of the Annual Corporate Meeting.
- C. A ballot will be developed by the President and the Statutory Agent

1. Ballots, along with instructions, will be distributed to members in good standing twelve (12) days prior to the Annual Corporate meeting via an anonymous electronic ballot;
  2. Online ballots will automatically be tabulated by online voting software and the results will be presented by the Webmaster at the time noted in the agenda for the Annual Corporate Meeting.
- D. The means of recording the election will become part of the minutes.
- E. Once this process has been completed, the Board at its discretion may choose to fill empty positions.

## **ARTICLE V: DUTIES OF OFFICERS AND TRUSTEES**

### **Section 1: President**

- A. The President shall preside at all official meetings of the Corporation and shall report on the activities of the Corporation during the preceding year at the Annual Meeting.
- B. The President shall, with the assistance of the Parliamentarian, enforce the Organization's Bylaws and cause all meetings to be called as herein provided.
- C. The President shall, by virtue of the office, also be Chairperson of the Governing Board, and shall preside at all meetings of the Board. When necessary, he/ she may appoint a representative to preside over a specific meeting or event.
- D. The President shall respond to inquiries from the General Membership, as well as from outside sources, in a timely manner. The President has the authority to delegate specific issues to the appropriate official or committee.
- E. The President, with the advice and consent of the Board shall appoint a Member in Good Standing to fill a vacancy on the Board and/or a committee.

### **Section 2: Vice President**

- A. The Vice President shall serve, in the absence of the President, with all powers of the office of President.

- B. The Vice President may be appointed to additional responsibilities by the President and/ or the Board, as required by the Organization.

### **Section 3: Secretary**

- A. The Secretary shall act as official recorder of all official meetings of the General Membership and of the Governing Board.
- B. The Secretary shall provide an electronic copy for the website of any successful motions to change the governing documents of the Organization within two (2) weeks after the meeting at which the changes were made.
- C. In accordance with Arizona Statutory requirements, as well as IRS regulations, a record of all decisions voted on by the Board shall be posted on the CSN website. There is no requirement to record non-decision making minutes. *It is the responsibility of the Secretary to provide the Webmaster with a redacted copy of such decisions.*

### **Section 4: Treasurer**

- A. The Treasurer shall have the care and custody of corporate funds and shall keep a full and accurate account of receipts and disbursements of monies received and paid on the accounts of the Corporation.
- B. The Treasurer shall make such books of accounts and records available to members of the Organization, as often as they shall request it in writing, and as approved by the Governing Board.
- C. The Treasurer shall pay bills authorized by the Board, record receipts for dues paid and other revenues, and submit a financial report at the Annual Meeting. A copy of this report shall be posted on the Organization's website, and become a part of the minutes of the meeting.
- D. At each meeting of the Board, the Treasurer shall provide a report summarizing all account balances, expenditures and revenues. If the Treasurer is not able to attend a meeting, the report may be provided via E-mail to the members of the Board.
- E. The Treasurer is responsible for filing the annual IRS Form 990, and any other forms if required.

### **Section 5: Trustees**

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

The Organization shall have two (2) Trustees, who shall be elected by the General Membership. Duties shall include but not be limited to: acting in the best interest of the Organization; ensuring that the voices of the General Membership are heard at Board and General meetings; ensuring that the Officers of the Organization act in the best interest of the Organization; and other duties as determined by the needs of the General Membership.

## **Section 6: Committees**

- A. The Organization may establish standing and/ or Ad-Hoc Committees. The makeup, duties and functions of these committees will be determined by the Board. The chairperson, or designee, of each committee shall become a non-voting member of the Board, if not already a voting member. All committees shall submit, as requested, an annual report to the Board no later than ten (10) days prior to the date of the Annual Corporate Meeting, as well as at the end of major projects with which they have been charged.
- B. Committee Chairpersons have full authority and discretion to appoint/remove members of his/her respective committee without the need for Board approval.
- C. Committees may include, but are not limited to:
  - 1. Membership
  - 2. Activities
  - 3. Awards
  - 4. Financial Review
  - 5. Ad-Hoc

## **Section 7: Meeting Attendance and Removal**

- A. Officers, Trustees, Ad-Hoc, and Committee Chairpersons shall make every attempt to attend Board meetings. Such persons may be excused from attendance if they notify an Officer in advance of his/ her inability to be either physically present or join the meeting through other means. Excused absences will not count against the member.

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

- B. Board members serve at the pleasure of the majority of the General Membership, except that by a two thirds (2/3) vote of the Board, any Officer or Trustee may be suspended from office for cause. Permanent removal shall not occur until voted upon by the General Membership. Within forty-five (45) days after receiving a recommendation for permanent removal, the Board shall schedule a meeting of the General Membership to vote on this recommendation. Approval/rejection of the Board's recommendation shall require a majority vote of the members who vote. Removal from office shall not affect the membership standing of the person involved.
- C. The General Membership may, by obtaining signatures of 20% of the General Membership, petition the Board at any time for the removal of any Board Officer and/ or Trustee, with resolution of the petition to be determined per Subsection B above.
- D. Committee Chairpersons are appointed by the President, with approval of the Board. The President, with approval of the Board, may also remove any Committee Chairperson for cause.
- E. Any Officer or Trustee who fails to physically or virtually attend three (3) meetings of the Board shall be deemed to have resigned from the Board. This section shall not apply, and shall not count as an unexcused absence, if such Officer/Trustee notifies any member of the Board prior to a meeting of his/ her inability to be physically or virtually present. Removal from office shall not affect the membership standing of the person involved.

### **Section 8: Powers and Duties**

- A. The Officers and Trustees shall manage the business of the Corporation.
- B. The Board shall have control of all expenditures and shall appoint an Annual Financial Review Committee.
- C. Board members shall have and perform such other duties as may be required.

### **Section 9: Compensation of Officers, Trustees and Committee Members**

No member of the Organization shall receive, directly or indirectly, any salary or any other form of compensation for CSN duties. This rule does not apply to reimbursement for expenses authorized by the Governing Board.

### **Section 10: Quorum and Voting Requirements**

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

Providing that there shall be a Quorum as defined in the governing documents of the Governing Board, all matters pertaining to the business of the Governing Board shall be determined by a majority vote of the Officers and Trustees present. Changes to the Bylaws, and the Policy and Procedure Manual must be made by a two-thirds (2/3) vote of the Officers and Trustees present.

### **Section 11: Eligibility**

- A. All Officers and Trustees must be members in good standing with the Organization to stand for election and must remain in good standing with the Organization during the terms of their offices.
- B. To be eligible to stand for election as President or Vice President, the candidate must have been a Member in Good Standing of the Organization for at least one (1) year prior to election.
- C. To be eligible to stand for election as Secretary, Treasurer or Trustee, the candidate must have been a Member in Good Standing of the Organization for at least six (6) months prior to election (Article II, Section 3 for Exceptions).
- D. No member having lost Member in Good Standing status, even upon returning to the General Membership, shall be deemed eligible to stand for election or otherwise serve as an Officer or Trustee of the Organization unless approved by a vote of two-thirds (2/3) of the Board.

## **ARTICLE VI: FINANCIAL AND RECORDS MANAGEMENT**

### **Section 1: Budget**

- A. The Treasurer, with the advice and consent of the Board, shall develop an annual budget. The budget shall be approved at the first full meeting of the new Board after the Annual Corporate Meeting.

- B. Deposits

All monies received by the Organization shall be deposited in a Federally insured bank or trust company in the name of the Corporation/ Organization within four (4) business days.

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

C. Negotiable Instruments

All agreements, deeds, leases, mortgages, assignments, releases, drafts, bills of exchange, notes, or other instruments shall be signed in the name of the Corporation by the President and either the Secretary or Treasurer, as appropriate.

D. Withdrawals

1. All withdrawals from any account equal to or greater than \$300 shall require the joint approval of the President and at least one (1) other Officer or Trustee, other than the Treasurer of the Organization, but with the oversight of the Treasurer. Withdrawals from said accounts in amounts below \$300 shall only require the approval of the President with oversight of the Treasurer.
2. At no time shall any person authorized to withdraw monies issue any check or negotiable instrument payable to himself/herself except for reimbursement as authorized by two-thirds (2/3) approval of the Board. Withdrawals pre-approved by the Board as falling under the category of monthly or recurring operational expenses may be made by the Treasurer of the Organization.
3. Funds of the Corporation, which are not required to meet current expenses and any endowment or trust funds, may be invested in such securities as shall be determined by a majority vote of the Governing Board, or any committee designated by the Board to supervise investments. Until the Board or the designated committee shall exercise its powers with respect to investment in such funds, the Treasurer may place such funds in a savings or checking account.

**Section 2: Records**

- A. All records, books, receipts, correspondence, files, lists, supplies, data, photographs, videos, products, equipment or other material purchased, obtained or provided for use in the business of the Corporation are deemed to be assets of the Corporation and must be returned or accounted for upon demand by the Governing Board. Records may not be transferred, sold or destroyed without explicit written permission of the Board. Reasonable care shall be provided for such assets while in the custody of an authorized person(s).

- B. The membership records of the Organization are proprietary and are solely owned by the Organization. Use of these records is not authorized without the express written consent of the Governing Board, other than as required for notices to the membership. Board members leaving office must divest themselves of all records and materials. Membership records of the Organization may not be used for the personal gain of any Member or former Member of the Organization
- C. A Physical and electronic records, including photographic materials, shall be shredded or otherwise destroyed after a period of ten (10) years. Exceptions will be made for important legal documents and records of significant Board decisions, as determined by a two-thirds (2/3) vote of the Governing Board at each Annual Corporate meeting, and may not be given or sold for any commercial, political, or religious purposes.
- D. The official documents of the Corporation include the Bylaws, the Policy & Procedure Manual, accounting records, tax records, records of complaints, information concerning the goals and mission of the organization, and accepted membership applications. It shall be the duty of the President and the Secretary to review the previous ten (10) years of documents and make recommendations to the Governing Board as to which documents shall be removed.
- E. The Secretary, at the Annual Meeting, shall provide the board with a copy for review by the Board of documents whose shelf-life has expired. This shall be done as a motion from the Secretary.
- F. Applications for membership who have been denied full membership after the probationary period, shall be maintained for ten (10) years from the date of the denial of application for full membership and then destroyed.

## **ARTICLE VII: COMPLAINTS**

### **Section 1: Executive Sessions**

The Board is authorized to hold Executive Sessions to discuss sensitive legal or personnel matters, as well as complaints that might result in embarrassment or liability to the Organization or its members. These discussions are considered confidential, and may not be shared with any other parties. The President, however, with the advice and consent of the Board, may issue a summary report to the General Membership.

### **Section 2: Just Cause Suspension/Removal of a Member**

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

The Board, by a majority vote of all Board members, can temporarily suspend or permanently remove any member of the Organization for behavior contrary to the ideals of naturism as expressed by the American Association for Nude Recreation (AANR) or The Naturist Society Foundation (TNSF), for violation(s) of CSN Bylaws and/or policies, or who have been banned by AANR, TNSF, or by clubs affiliated with these organizations.

### **Section 3: Complaints**

- A. It is the policy of CSN to address all reasonable complaints forwarded to the Board. Furthermore, it is the policy of CSN to try to resolve the complaint at the lowest level possible. Complaints shall be made in writing to the Board. Any Member in Good Standing wishing to submit a complaint can request the assistance of any other Member in Good Standing in composing the complaint. The Board or its designee shall make an investigation of the complaint. Once the written complaint is filed, the member in question shall be notified of the complaint, provided a written copy of the complaint, and be advised an investigation is being conducted.
- B. The President may appoint a member of the Board to investigate and gather further information, and to speak with both the person(s) making the complaint and the person(s) about whom the complaint has been made.
- C. Depending on the nature of the complaint and the wishes of the complainant, the appointed Board member may attempt to resolve the issue through a negotiated process between the parties involved.
- D. At no time shall a verbal complaint be sent to the general Membership for review.
- E. Meetings regarding written complaints shall not be open to the General Membership unless requested in writing by both the member making the complaint and the member against whom the complaint is being made.
- F. Verbal complaints shall be handled in the same manner as written complaints, except that the Board may choose not to forward the complaint to the individual against whom the complaint has been made. Furthermore, unless circumstances dictate otherwise, no Member shall be suspended as a result of a single verbal complaint.

### **Section 4: Disposition of Complaints**

- A. The President will preside over the investigation unless the President is personally involved in any way with the complaint. In this case, the Vice

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

President, or another non-involved Board member, will preside. Board members will be provided with the written complaint for review.

- B. Board members shall formally vote on the validity of the complaint, with a two thirds (2/3) majority of the quorum needed to make a decision. If it is determined that the complaint is invalid, no further action will be taken and both the complainant and the individual against whom the complaint has been made shall be notified of the results.
- C. If the Board decides that the complaint is valid, the Presiding Officer shall then call for a motion to be made and seconded as to the disposition of said complaint against the offending Member. This may include, but is not limited to, suspension, probation, and/ or termination of the offending member's membership. Members disciplined due to a valid complaint are not eligible for refund of dues.
- D. Results of the vote will then be formally communicated to both the complainant and the Member against whom the complaint was filed. The Board's decision shall be in written form. An electronic copy shall be delivered to the offending Member via E-mail, and a written copy of the decision shall be sent to the offending Member by US Mail with tracking information.
- E. A record of the complaint, communications with all involved, and the resulting actions shall be recorded by the Secretary. This record shall then be presented at the next Board meeting for approval and be included in the minutes.
- F. Decisions made by the Board on these matters shall be final.

## **ARTICLE VIII: EVENT POLICIES AND PROCEDURES**

### **Section 1: Procedures for Approval of Events**

- A. Before notifying Members of upcoming events, approval/ authorization of the event is required in writing by the President or his/ her designee, or by the Activities Chairperson.
- B. The exceptions are:
  - 1. Hosts of pool parties that have received prior approval by the President or by the Activities Chairperson may receive continuing approval;

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

2. The Super Bowl Party, Halloween Party, the Christmas in July Party and St. Patrick Day Party have continuing approval.
- C. Members shall be notified of the event through the Organization's website and/ or inclusion of the event in weekly E-mail messages.

### **Section 2: CSN Sanctioned Events**

- A. The President and the Activities Committee chairperson are together authorized to approve sanctioned CSN events. Either the President or the Activities Committee Chairperson or their designee shall train hosts regarding the proper conducting of events, and those hosts shall thereafter follow those policies and procedures.
- B. Sanctioned events shall require each member to enter his/her name and member number on an official sign-in sheet. Invited guests shall, also sign in and write "guest" in the space asking for the membership number. The sign-in sheet must be initialed by a member of the Board for validation.
- C. It is the responsibility of the host to forward the sign in list to the club Secretary within 10 business days or at the end of the event the sign in sheet shall be given to a Board Member at the end of the event. The information on these sheets shall not be given or sold for commercial, political or religious purposes, except as required by law and/or insurance requirements.
- D. The activity sign-in sheet is required for insurance and liability purposes as proof that the activity was an official CSN event.
  1. Hosts shall enter their names, the date of the event, and the type of event on the sign-in sheet(s);
  2. Upon arriving at the event, any Board member shall verify the event is authorized and shall enter his/her initials on the top right corner of the sign-in sheet;
  3. The Host may keep a copy for their own records. The information on these sheets shall not be given or sold for commercial, political or religious purposes, except as required by law and/or insurance requirements.

### **Section 3: Events Promoted by CSN-Affiliated Organizations (AANR/TNSF)**

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

The President and the Chairperson of the Activities Committee may together authorize events involving other reputable naturist/ nudist organizations to be posted on CSN's website and included in the weekly E-mail messages to Members. Contact information may also be included so Members can contact the party for details.

#### **Section 4: Non- CSN Events**

- A. This type of event may be advertised through CSN as a courtesy. No liability is assumed by CSN for providing this courtesy. If approved (as noted above), such advertisement may be posted on CSN's website and will be included in weekly E-mail messages to Members. Such courtesy postings must be approved by the President and the Activities Chair.
- B. Such advertising does not mean that CSN is involved in the hosting of an event, nor does it mean that CSN is legally responsible for activities or liabilities associated with the event.
- C. Officers, Trustees and/ or Members shall neither organize, nor act as agents or representatives of, Canyon State Naturists at any event without the written permission of the President of the Organization. This approval must be renewed for each new event, and/or for any repeating events. Additionally, simple attendance at events by Officers, Trustees and/or Members does not constitute the authority to act as agents or representatives of CSN.

#### **Section 5: Guest Attendance at CSN Events**

- A. All guest(s) invited to a CSN sponsored event must be approved in advance by the Membership Committee to attend the event.
- B. Approval of guests is obtained by speaking with the recorder of records of the Membership Committee as identified in the CSN Weekly Bulletin.
- C. Information concerning the guest shall be obtained in accordance with the policies of the Membership Committee.
- D. If the proposed guest is approved to attend a CSN Sponsored Event, the Membership Committee shall notify the host(s) of the name(s) of the approved guest(s) who will be attending.
- E. Guests will be limited to attending three (3) CSN events before they will be expected to seek membership in the club. This limit has been established to further CSN's goal of building our membership ranks with people seriously committed to furthering a clothing-optional lifestyle

Final Review by the CSN Board, August 9, 2023

Revised by CSN Board, December 7, 2023

- F. First-time guests may attend for free, but will be expected to make the normal donation for subsequent events.
- G. Any person seeking attendance at a CSN sponsored event who has been “black listed” by any national naturist/nudist organization, or any AANR or TNSF recognized club, will not be approved to attend a CSN sponsored event.

### **Section 6: CSN Events Are Family-Friendly Unless Otherwise Noted**

- A. CSN is a family-friendly organization where people of all ages are welcome to attend.
- B. The Board recognizes that, for a multitude of reasons that have nothing to do with naturism/nudism, some hosts may not want young children at their event(s). In such cases, those events will include a note stating “Adults Only.”

### **Section 7: Inappropriate Behavior**

- A. In order for attendees to feel safe and secure, appropriate behavior is expected of all who attend CSN events.
- B. CSN Bylaws explicitly prohibit any form of harassment, be it violent or non-violent. Additionally, CSN adheres to the definition of harassment as outlined by the American Association for Nude Recreation (AANR) on their website, The Naturists Society Foundation (TNSF) on their website, and various state and Federal laws concerning harassment of any protected group and/or individual.
- C. Anyone who witnesses, or who is a victim of, inappropriate behavior on the part of another at a CSN event is urged to report such behavior to any Board Member, or to the event host(s) immediately.
- D. Unless otherwise noted, the consumption of alcohol is allowed at all CSN functions. Consumption of alcohol that leads to inebriated behavior, apparent intoxication, and/or inappropriate behavior is not allowed. Offenders will be warned to desist in further consumption at any time that the host or a member of the Board determines that the individual’s behavior has been negatively impacted by the consumption of alcohol. If the consumption is not immediately stopped the individual will be asked to leave the event by means other than self-driving. Repeat occurrences of over-consumption shall result in suspension of membership from the club.

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

- E. In the event that the host becomes intoxicated or otherwise unruly, a member of the Board, shall counsel the host. If the behavior persists, the member of the Board has the authority to cancel the remainder of the party.

### **Section 8: Use of Cell Phones and Photographic Equipment**

- A. It is the policy of the Organization to encourage openness within its membership; however, due to the stringent laws that have been adopted, nationally and in Arizona, which make it a felony to distribute any nude photo of anyone without his/ her explicit permission.
- B. The taking of photos and/or videos is expressly forbidden at CSN events. Photos/videos taken at CSN events under previous policies are included in this new policy.
- C. Cell phone “stickers” shall be provided by CSN and/or the host of the event and shall be used by attendees to disable the lens of the cell phone.

### **Section 9: Hosting Club Events**

- A. Any member wishing to host an official club event shall be provided, at no cost, a binder containing a laminated Welcome sign, a laminated Notice sign, a clear-view pouch for collecting event fees, camera lens stickers, and blank activity sign-in sheets.
- B. An event fee, based on the honor system, is donated to the host(s) to help recover out-of-pocket expenses. The host(s) agree that occasionally monies collected do not cover those expenses, but differences are not reimbursed by the Board unless arrangements have been made in advance. It is recommended that host(s) reconcile monies received with that listed on the sign-in sheet, as the Board attempts to track those persons who do not contribute.

### **Section 10: Adult Visitors and Minors**

- A. Adult Visitors
  - 1. Guests approved for attendance at a CSN Event shall be given a list of etiquette guidelines prior to their attendance at the event.
  - 2. Policies concerning the number of times a guest(visitor) can attend CSN events before becoming members shall be made clear to the guest;

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

3. The Membership Committee shall maintain a permanent record of attendance at CSN events by non-members;
  4. The Membership Committee shall reach out to guests/visitors once those individuals have reached the maximum number of events allowed to recruit them as members or let them know that they may no longer attend future events.
- B. Minors
1. Children under the age of eighteen (18) may attend CSN events when accompanied by at least one (1) parent/legal guardian.
  2. The accompanying parent/legal guardian will be solely responsible for the safety, well-being and behavior of the child/children at CSN events.
  3. Children must be at least four (4) years of age and completely toilet trained to enter a swimming pool or hot tub. In no case will diapers, swim diapers, or training garments be allowed in a pool or hot tub.
  4. An event fee donation for all persons twelve (12) years of age and older is normally expected.
  5. CSN does not have access to parental rights or custody agreements created by any court with jurisdiction over family matters: thus, CSN bears no responsibility if a member violates court orders restricting the attendance of children under the age of eighteen (18) at CSN events. If a court/judge orders information concerning the attendance of a specific child under the age of eighteen (18) at a CSN event, CSN will comply with the court order.
    - a. Upon official notice to CSN that a member has knowingly violated a court ordered parental rights or custody agreement restricting access of a minor to CSN activities the member in question shall be suspended from all club activities for six (6) months

### **Section 11: Smoking**

- A. At home parties, there shall be no smoking anywhere on the premises. The use of all tobacco products including Cannabis, vaping, and e-cigarettes, shall be prohibited at all CSN functions except as noted.

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

- B. At any public or semi-public venue, rules for smoking will be in accordance with the rules of the venue, although smoking will still not be permitted within 75 feet of the main CSN activity area of the event.
- C. At camping events held on government lands (Forest Service, Bureau of Land Management or Bureau of Reclamation) all attendees will adhere to any and all fire restrictions in place at the time, including those regarding smoking.

### **ARTICLE IX: MEMBERSHIP ATTAINMENT**

Membership in CSN is a granted privilege bestowed by the Organization, and is not a given right.

- A. As noted elsewhere in the Bylaws and the P&P Manual, membership may be suspended and members may be expelled (Article II Corporate and General Meeting, Section 2 Powers and Duties of the Governing Board, part a-10; Article 8 Complaints, Section 2, and Section 4).
- B. Please note that all previous life memberships have been revoked.
- C. Membership is granted on an annual basis to individuals.
- D. Membership may be attained or retained in the following manner:
  - 1. Renewal of an existing membership;
  - 2. Renewal of a past member, who was a Member in Good Standing at the time they resigned from the club;
  - 3. Individuals may make application through an application process (See Application Process).
- E. The Membership Committee shall develop and publish a list of the qualities used to review new membership applications.
- F. In an effort to maintain a comfortable and healthy ratio between male and female members, CSN reserves the right to restrict the proportion of the over represented gender granted membership.

With the recommendation of the Membership Committee, the Board will on a quarterly basis review the demographics of the membership.

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023

**ARTICLE X: CURRENT OFFICERS (January 2023)**

<u>Office</u>	<u>Name</u>	<u>Term of Office</u>
President	Larry A. Gould	2023-2025
Vice President	Linda Efstathiou	2022-2024
Secretary	Nancy McSain	2023-2025
Treasurer	Steve McSain	2022-2024
Trustee	Dennis Davis	2022-2024
Trustee	Edward Watson	2023-2025

Final Review by the CSN Board, August 9, 2023  
Revised by CSN Board, December 7, 2023