

CONSTITUTION BY-LAWS

FOR

CANAVERAL MARINE AND GEM SOCIETY, INC.
Revised September 7, 2000

CANAVERAL GEM AND MINERAL SOCIETY
BYLAWS REVISIONS, SEPTEMBER 7, 2000

A motion was made by the Revision Committee to revise Article 7, Quorum, Paragraph I of the By-laws.

The motion was presented and passed at the General Membership meeting on September 7, 2000.

1. A quorum for a business meeting of the Society shall consist of 25% of the Active Membership at the time of the Meeting.

The Revision Committee Consisted of C. R. Denaburg, Richard McAllister and Marshall Snapp.

Constitution

ARTICLE 1.

NAME

The name of this Society shall be: Canaveral Mineral and Gem Society

ARTICLE 2.

PURPOSE AND OBJECTIVE

1. For the preservation, support and promotion of the hobby of Mineralogy and its various forms of allied activities and Earth Sciences.
2. To dedicate ourselves to the furtherance of the Hobby through our exchange of knowledge, experience, and other helpful information among ourselves and other like organizations.
3. To further the education of members and general public of the hobby by programming talks, discussions, motion pictures, and staging shows and exhibitions.
4. To maintain active affiliation with the Southeast Federation of Mineralogical Societies, Inc. and to participate in the Federation to the fullest extent.

ARTICLE 3.

MEMBERSHIP

1. Membership in this Society shall be in two (2) categories: Active and Junior. The Active membership shall consist of Regular and Honorary.
2. The Active membership shall be the controlling group with all the rights of membership, including the right to vote on all matters pertaining to the election of officers and directors and the general management of the affairs of the Society.

ARTICLE 4

OFFICERS

The officers of this Society shall be a President, Vice President, Recording Secretary, Corresponding Secretary, Bulletin Editor, Education Officer and a Treasurer, all of whom shall be elected annually for a term of one (1) year. Four directors, together with the aforementioned officers shall comprise the Board of Directors. The immediate Past President of the Society shall automatically become a member of the Board of Directors, to serve for one (1) year. One Director shall be elected each year to serve for a term of three (3) years.

ARTICLE 5

COMMITTEES

1. The President shall recommend to the Board of Directors the appointment of Society members to carry out various necessary Society functions such as Shows, Programs, Field Trips and so on. Such appointments shall become effective upon approval by a majority of the Board of Directors and shall normally terminate on the last day of the year.
2. The Vice President shall be vested with all the powers, and shall perform all the duties of the President, in the absence or disability of the President.
3. The Recording Secretary shall keep the minutes of all meetings of the Society and the Board of Directors and shall be prepared at all times to furnish information on all rulings of the Society and perform such other duties as may be assigned by the Board of Directors or the President.
4. The Corresponding Secretary shall be responsible for conducting the Society correspondence, maintaining the correspondence file, collecting the Society mail at the post office, and segregating such mail according to the action required by the President or the Board of Directors. Any correspondence requiring immediate attention shall be coordinated with

the proper officer and/or the Board of Directors members prior to regular meetings and perform such other duties as may be assigned by the President or the Board of Directors.

5. The Bulletin Editor shall be responsible for publishing the Society Bulletin and will attend Board meetings and regular meetings to report Society business and Federation affairs. He shall be responsible for maintaining Society property used in publishing the Bulletin.
6. The Education Officer shall be responsible for coordinating all educational activities of the Society. These shall include, but not be restricted to: Workshop Education; Lectures; Demonstrations; Displays and all Community Educational activities sponsored by the Society. He shall coordinate the educational activities at shows, meetings and other Society functions.
7. The Treasurer shall keep all records of dues received as well as all other money. He shall deposit all Society money in a financial institution designated by the Board of Directors, and shall pay all bills after they have been approved by the Board of Directors or by the officers or by the committee chairman responsible for them. The Treasurer shall present to the Board of Directors when requested, and at each of its business meetings, a written report of the receipts and disbursements of the Society since the last report. The Treasurer's books shall be audited at the end of each fiscal year by an auditing committee of two or more Active members appointed by the Board of Directors. The Treasurer shall be responsible for filling out and filing the Corporation State Tax Report of the Society when due each year, which should be signed by the Treasurer and the President.
8. Any officer derelict in his duties, and any member whose conduct is such that it is considered detrimental to the welfare or reputation of the Society may be removed from office or from membership by a majority vote of the full Board of Directors.

9. Prior to the August meeting of the Society, the Board of Directors shall appoint a Nominating Committee, from the membership, which shall select a Chairman and prepare a slate of at least one candidate for each office to be filled; such slate to be presented to the membership, in writing, at least ten (10) days prior to the date of the November election. Nomination may also be made from the floor. All Nominees must have indicated their willingness to serve, if elected.

10. Vacancies in office or on the Board of Directors which may occur prior to the expiration of the fiscal year shall be filled by appointment by the Board of Directors to serve for the remainder of the fiscal year. Vacancies occurring on the Board of Directors shall be filled by nomination and a majority vote of the membership at a regular meeting, to fill the unexpired term involved, to apply to elected Board members only.

ARTICLE 6

MEMBERSHIP

1. Active membership shall be extended to persons, male or female, over the age of eighteen (18) years, who will abide by the laws of the Society and who demonstrate a desire and willingness to be dedicated to the purposes herein stated. Active membership shall become effective at the time dues are paid. Active membership shall be retained by the annual payment of dues for the ensuing year. Retention of membership shall be automatic under such conditions, unless membership is under challenge, as stated herein. Active member shall comprise two (2) groups: Regular and Honorary. Regular membership shall consist of those members in the Active category. Honorary members shall be in either age group, and no age distinction shall be made.
2. Honorary membership shall be conferred on individuals selected by the Board of Directors and approved by unanimous vote of Active members present at a regular meeting of the Society. Honorary membership shall be effective for life, unless membership is under challenge, as stated herein.

3. Junior membership shall be open to any person under the age of eighteen (18). They shall be entitled to all the privileges of membership except the right to vote or hold office.

ARTICLE 7

VOTING

1. Each Active member in good standing shall be entitled to one vote and the privilege of holding office. The President shall vote only in case of a tie, but shall have the privilege of voting at the general election of officers and Directors.
2. Election of all officers shall be by ballot, unless there are no nominations from the floor and the slate as presented by the Nominating Committee is not contested, in which case a motion may be made, seconded and passed by unanimous vote to have the Secretary cast the ballot in favor of the presented slate.
3. Members who are unable to attend any meeting at which issues requiring advance notification are to be voted upon may submit proxy votes. Proxies will be credited toward quorums and counted for or against issues involved, as if the proxy-voting members were present and voting in person. Members may cast proxy votes by submitting signed statements of their choices to the Secretary. Proxy submissions to the Secretary may be made direct, by mail or through members attending in person.

ARTICLE 7

DUES

1. The amount of all dues shall be determined, regulated or altered by a two-thirds vote of those present at a regular meeting of the Society, adequate to cover the amounts needed for the operation of the Society, providing there is a quorum present.
2. Dues shall be payable on or before the regular February meeting. Dues in arrears beyond March meeting shall be due cause to drop delinquent members from membership roster.
3. Annual dues for Junior members shall be \$2.00.

4. Dues for persons joining after the regular July meeting shall be one-half (1/2) the annual rate, and shall cover membership to the end of the year. Dues for persons joining at or after the November meeting shall be for a full year but shall include full membership for the-remainder of the current year plus the entire ensuing year.
5. All dues become due and payable upon joining the Society.

ARTICLE 8 FISCAL PERIOD

All business of the Society shall be conducted on an annual basis. The fiscal year for Society operation is defined as being concurrent with the calendar year.

ARTICLE 7. QUORUM

A quorum for a business meeting of the Society shall consist of twenty-five percent (25%) of it's active membership, except that honorary members shall not be included in the count unless they are present.

ARTICLE 8 ELECTIONS

A President, Vice President, Recording Secretary, Corresponding Secretary, Bulletin Editor, Education Officer, Treasurer, and one (1) three year Director shall be elected at the regular November meeting, or at the first regular meeting thereafter, and shall assume office at the first regular meeting after December 31.

ARTICLE 9 MEETINGS

1. The regular meetings of the Society shall be held onthe first Wednesday of each month, at such time and place as shall be announced at the preceding meeting, or as shall be set forth in a notice of such meeting.
2. Special meetings of the Society may be called by the President at any time. Special meetings may be called by the Vice President upon receipt of a request signed by five (5) members of the Board of Directors. The Vice President may be one of the signing members. Active Membership shall be given

notification of Date, Time, Place and Purpose for special meetings of the Society.

3. The Board of Directors shall meet as often as deemed necessary at the call of the President. Special meetings may be called by the Vice President under the same provisions as stated under (2) above. All Officers and Directors shall be given advance notice of Date, Time, Place and Purpose for special meetings of the Board of Directors.

ARTICLE 10

AMENDMENTS

Amendments to the Constitution or By-Laws of this Society, after being approved by the Board of Directors, must be in writing and copies sent to all members at least five (5) days in advance of the meeting of the Society, at which time they will be voted on. Such amendments shall become effective immediately if carried by a majority vote of the members, provided there is a quorum present.

ARTICLE 11

TERMINATION

In the event of dissolution of the Society, all its assets, property and funds shall be transferred to one or more non-profit organizations created for like or similar purposes for the continuation of such projects as the Society may have commenced. The beneficiary(ies) of such transfer(s) shall be selected by ballot at the final regular meeting or special meeting of the Society. A majority of the members present shall determine election(s) of beneficiary(ies).

By-Laws

ARTICLE 1

PARLIAMENTARY AUTHORITY

The rules contained in Roberts Rules of Order shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with the Constitution and By-Laws of the Society.

ARTICLE 2

DUTIES OF OFFICERS

1. The President shall preside over all meetings of the society and of the Board of Directors. He shall be an exofficio member of all committees, excepting the Nominating Committee.
2. A quorum for a meeting of the Board of Directors shall be five (5) Directors.

ARTICLE 3

COMMITTEES

1. Committee chairmen shall be nominated by the President and their names submitted to the Board of Directors for approval.
2. Program, Show, and Property Committees shall be established as a minimum, with additional committees or functional activities are required by current programs or projects.
3. Committee Chairmen and members may serve as many consecutive terms as appointed, and may serve in multiple capacity, if to the advantage of the Society.
4. Committee members shall be appointed by the respective chairmen from volunteers or by selection and consent.
5. An annual monetary budget shall be prepared by the Board of Directors and the incoming officers after the November election. Projects proposed by committee chairmen shall be submitted for consideration possible inclusion in the budget. The proposed budget shall be published in the Society bulletin and submitted to the Active membership for approval at the January meeting.
6. Committee chairmen shall render verbal activity reports at each regular meeting of the Society and such Board of Director meetings as required by the President.

ARTICLE 4

EXPENDITURES

1. Disbursement of Society funds, other than petty cash expenditures less than twenty (20) dollars shall be:
 - (A) In accordance with the Budgeted Line Items previously approved by the active membership as described in Article 8 above or,
 - (B) With the specific approval of the membership by a majority vote.
2. The method of payment of Society funds shall be exclusively by check for amounts over \$20.00, and may be paid by checks for amounts under \$20.00, if desired.
3. Society checks shall be signed by any two (2) of the following officers: President, Vice President, Treasurer.
4. Petty cash expenditures under \$20.00 may be made from the treasurers cash fund, a fund minimum of \$50.00 being authorized.
5. Initial obligation of Society funds shall be made in accordance with the approved budget. Subsequent obligations within their budgets, may be made by Committee Chairmen or other members to whom allotments have been made for special activities or for approved recurrent payments—such as Post Office Box Rent and Federation Dues.
6. Committee expenditures against Budget accounts, if within the dollar balance remaining in the approved accounts, may be paid by the Treasurer as advance cash sums to Committee Chairmen, or a repayment for personal expenditures for Society projects within their Budgets, upon receipt of signed statements of amounts due and projects to be charged. Expenditures made by Committee Chairmen, from cash advances, shall be reported to the Treasurer with itemized receipts for the record.