

# BY-LAWS

FOR

CANAVERAL MINERAL and GEM SOCIETY, Inc.

Revised April 4, 1990

Revised September 7, 2000

Revised March 7, 2012

Revised January-2023

Canaveral Mineral and Gem Society, Inc.  
By-Law Revisions September 7, 2000

A motion was made by the Revision Committee to revise Article 7, QUORUM, paragraph 7 (Article 10 in this version [due to numbering errors in the 2000 version](#)).

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

"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.

The CMGS Board of Directors on February 29, 2012, approved an amendment to Article 2, Item 5, adding

"Our members will serve to meet the needs of our society without monetary compensation."

This amendment was presented and approved by the CMGS Membership at our regular meeting March 7, 2012.

A revision committee consisting of James Ragan, Shannon Byrd, Ed Kinberg ,Katherine Burnette and Melissa Horan was formed for the purpose of updating and renewing the entirety of the Constitution. As well an updated Handbook was created. New By Laws and handbook were voted on and approved in January 2023 at the Monthly Business meeting.

**An amendment was presented to change Article VII (DUES)**

**FROM:Dues shall be due and payable at the January meeting. Dues in arrears beyond March meeting will cause the member(s) to be removed from membership roster.**

**CHANGE TO : Dues shall be payable by the end of the January meeting. Dues in the arrears after the end of the January meeting will cause the member(s) to be removed from the membership roster.**

## BYLAWS

### Article I

#### **Name**

1. Canaveral Mineral and Gem Society (CMGS).

### Article II

#### **PURPOSE AND OBJECTIVE**

1. For the preservation, support, and protection of the hobby of Mineralogy and 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, like organizations and the general public.
3. To further the education of its members and the general public. Through 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 functions.
5. Our members will serve the needs of the CMGS without monetary compensation.

### Article III

#### **MEMBERSHIP**

1. Membership in the CMGS shall consist of four (4) categories. Active, Honorary, Associate – type 1 and Associate – type 2. Membership shall be from January 1<sup>st</sup> through December 31<sup>st</sup>.
2. The active membership shall be the controlling group with all the rights of membership, including the right to hold office, vote on all matters pertaining to the election of officers and directors and the general management of the Society.

3. Active – active membership shall be extended to any person over the age of eighteen (18) years. They must abide by the laws of the CMGS as described in Article 2. 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.
4. Honorary – An honorary member shall be considered an active member. Honorary membership shall be conferred on individuals approved by a two-thirds (2/3rds) majority vote of the officers and Board of directors. Any active or honorary member may submit in writing to the Board of Directors any member that they feel is worthy of honorary membership. Honorary membership shall be effective for life. Membership dues are waived.
5. Associate – there shall be two (2) types of associate membership Type 1 and Type 2.

Type 1. They must be related to an active or honorary member, be under the age of eighteen (18) years. They shall be entitled to all the privileges of membership except for the right to vote or hold office. If the individual, they are related to does not maintain their membership then they must join as an associate type 2 member. (Providing the minimum age requirement is met) Associate type 1 membership shall be retained by the annual payment of dues for the ensuing year. Retention of membership shall be automatic under such conditions.

Type 2. They must be between the ages of 13 and 18 years of age. They shall be entitled to all the privileges of membership except for the right to vote or hold office. Associate type 2 membership shall be retained by the annual payment of dues for the ensuing year. Retention of membership shall be automatic under such conditions.

Article IV  
**OFFICERS and DUTIES**

1. The officers of this Society shall be a President (P), Vice President (VP), Recording Secretary (RS), Correspondence Secretary (CS), Bulletin Editor (BE), Education Officer (EO), Membership Secretary (MS) and a Treasurer (T).
2. All officers shall be elected annually for a term of one (1) year. Four (4) directors, together with the officers shall compromise the Board of Directors. The immediate past president of the CMGS shall automatically become a member of the Board of Directors and serve a one (1) year term. One director shall be elected each year to serve for a term of three (3) years. If there is no past president or that individual does not wish to serve as a director, then the CMGS shall have three (3) directors.
3. The President (P) shall preside over the general membership meetings. Schedule and conduct the Board of Directors meetings. Appoint members to serve on committees, to assist with various functions such as Shows, Programs, Field Trips etc.
4. The Vice President (VP) shall be vested with all the powers and shall perform all the duties of the (P) in the absence or disability of the (P). The VP is responsible for a yearly inventory of all the CMGS property, including workshop tools and equipment. The VP is responsible for arranging to have a presentation at monthly business meetings.
5. The Recording Secretary (RS) shall keep the minutes of all the CMGS and the Board of Directors meetings. The RS shall be prepared to furnish information on all rulings of the CMGS. The RS shall maintain a separate motion log for the purpose of recording all motions approved from the floor during monthly business meetings as well as motions approved during board of director meetings.
6. The Corresponding Secretary (CS) shall be responsible for conducting the CMGS correspondence, maintaining the correspondence file, collecting the mail at the post office and workshop, segregating such mail according to the action required by the (P) 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.

7. The Membership Secretary (MS) is responsible for maintaining the membership rolls of the society, collecting dues as necessary, distributing the membership list to other officers and board members as requested. Is responsible for reporting the presence or absence of a quorum at all monthly business meetings and Board of Directors meetings, as per article 9.
8. The Bulletin Editor (BE) is responsible for publishing the CMGS bulletin reporting the CMGS business and SFMS news. Is responsible for maintaining CMGS property used in publishing the bulletin.
9. The Education Officer (EO) is responsible for coordinating all education activities of the CMGS. These shall include, but not be restricted to: Displays and all community educational activities sponsored by the CMGS. The EO shall oversee the society workshop. Include maintaining a workshop calendar for shop availability and classes. Maintenance of equipment at the workshop. Maintain adequate supplies for the daily operation of the shop. Maintaining a class sign up book and presenting this at all monthly meetings. Coordinate with individual teachers and the shop stewards
10. The Treasurer (T) shall keep all records of dues received as well as all other money. The (T) shall deposit all Society money in a financial institution designated by the officers and board of directors and shall pay all bills having been approved by at the yearly budget meetings. The (T) shall present to the Board of Directors meetings and business meetings, a written report of the receipts and disbursements of the CMGS 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 (T) is responsible for filling out and filing the corporation state tax reports when due each year. Register and file financial information as required by various regulatory agencies.
11. Board of Director responsibilities include representing the general membership at all board meetings. The (BOD) shall also be responsible for recruiting the yearly Nominating committee for the purpose of yearly elections

12. Any officer derelict in their duties and/or any member whose conduct is such that it is considered detrimental to the welfare or reputation of the CMGS may be removed from office or from membership by a majority vote of the board of directors.
13. 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.
14. Any member may attend the Board of Directors meetings. If they wish to address the Board of Directors, they should notify the (P) 24 hours in advanced.

#### Article V

#### **COMMITTEES**

1. The (P) and/or Board of Directors shall be able to establish committees for the purpose of assisting in the overall operations of the CMGS. Any committee may be dissolved, or a member removed by a majority vote of the board of directors. Examples of committees: Parade of Gems Show, Junior Rockhounds, Raffles for the Scholarship program, Dolly's Picnic, etc.

## Article VI

### VOTING

1. Each active member shall be entitled to one vote. The (P) shall vote only in case of a tie. The (P) shall have the right to vote at the general election for officers and board of directors.
2. Election of all officers and board members shall be by ballot and presented by the nominating committee. The slate will be printed to the club bulletin (in October) one month prior to the election which will take place in in November. Proxy and absentee ballots are not to be accepted for voting. If passed by a majority vote, the secretary shall record the vote in favor of the presented slate.

## Article VII

### Dues

1. The Board of Directors shall recommend and present to the membership for approval the amount for dues for active, associate type1 and type 2 members. Dues for honorary members are waived. The amount should be adequate to cover the amounts needed for the operations of the CMGS. A two-thirds (2/3) majority vote of those present at a regular meeting is required. Dues may be modified and presented to the membership on an as needed basis.
2. Dues shall be due and payable at the January meeting. Dues in arrears beyond March meeting will cause the member(s) to be removed from membership roster.

**CHANGE TO : Dues shall be payable by the end of the January meeting. Dues in the arrears after the end of the January meeting will cause the member(s) to be removed from the membership roster**

3. Dues for active and associate members joining after the regular July meeting shall be one-half (1/2) the annual rate. Dues for individuals 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 ensuing year.
4. All membership dues become due and payable upon joining the CMGS.

## Article VIII



## **FISCAL PERIOD**

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

### Article IX

#### **QUORUM**

1. A quorum for a business meeting of the CMGS shall consist of twenty percent (20%) of its active membership.
2. A quorum for a Board of Directors shall consist of two-thirds (2/3) of the Board of Directors present.

### Article X

#### **ELECTIONS**

1. Prior to the August meeting of the CMGS the Board of Directors shall appoint a Nominating Committee. from the membership. The committee shall select a Chairman and prepare a slate of at least one candidate for each office to be filled; such slate will be presented to the membership, in writing, at least ten (30) 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.
2. A President, Vice President, Recording Secretary, Correspondence Secretary, Membership 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 XI

**MEETINGS**

1. The regular meeting of the Society shall be held monthly, 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. 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 XII

**AMENDMENTS**

Amendments to the Constitution or By-Laws of this Society, after being approved by the Officers and Board of Directors, must be in writing and copies sent to all members at least thirty (30) 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 XIII

**TERMINATION**

In the event of dissolution of the CMGS, 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 CMGS may have commenced. The beneficiary(ies) of such transfers shall be selected by ballot at the final regular meeting or special meetings of the CMGS. A majority of the members present shall determine election(s) of beneficiary(ies).