

## Boston Mineral Club Constitution and Bylaws

### Article 1: NAME & OBJECTIVE

Section 1. NAME - The name of the organization shall be "The Boston Mineral Club, Inc."

Section 2. OBJECTIVE - This Club is constituted to promote the study and collecting of rocks and minerals, to encourage friendly cooperation among mineralogists and collectors, to promote the study of mineralogy and related arts and sciences coming within the purview of earth sciences, and in the furtherance of these purposes do any and all things permissible under the provision of Chapter 180 of the General Laws.

### Article 2: MEMBERSHIP

Section 1. All persons of the age of 16 or over interested in mineralogy are eligible to membership in the Club. Persons under 16 years of age may be admitted to membership at the discretion of the officers.

Section 2. HONORARY MEMBERS - Any person who has conspicuously promoted the science of mineralogy or rendered signal services to this Club may be elected to Honorary Membership. Such members shall be exempt from the payment of dues. Election to Honorary Membership shall be made only by two-thirds vote of the members present and voting at the annual business meeting of the Club. Nominations for Honorary Membership shall be made by the Executive Board, with suggestions from Club members.

Section 3. SPECIAL MEMBERS - Any person who has been a dues paying member for at least ten consecutive years and who becomes unable to attend regular meetings because of geographic location (more than 100 miles from Boston) or because of physical disability may apply for Special Membership to the Executive Board. The Executive Board will consider each case individually upon its merits and, at its discretion, will determine Special Membership status. If paying dues constitutes a financial hardship, the Executive Board may waive payment of dues, but all such cases shall be reviewed annually by the Executive Board.

Section 4. COMPLIMENTARY MEMBERSHIP - A Complimentary Membership may be given to an individual or organization who has aided the Club in the pursuit of its objectives. Such members shall be exempt from the payment of dues. Complimentary Memberships are awarded for a period of one year, and do not constitute a voting membership in the Club.

### ARTICLE 3: OFFICERS AND THEIR DUTIES

Section 1. The officers of the Club shall consist of a President, Vice President, Secretary, and a Treasurer, all of whom shall be elected at the annual meeting and whose term of office shall start January 1 next following the election.

Section 2. The *President* shall preside at all meetings of the club and shall preside as Chairman of the Executive Board. The President shall be ex-officio a member of all committees. It is permissible for the office of President to be filled by two Co-Presidents who shall share the duties of President, each having an independent vote in matters brought before the Executive Board.

Section 3. The *Vice President* shall act as an aide to the President and shall preside in the absence of that officer.

Section 4. The *Secretary* shall keep an accurate record of all the Club meetings and shall act as Secretary of the Executive Board and perform such other duties as are customary to the office. The Secretary shall notify all the members of the Club of all Club activities and meetings, and shall conduct its ordinary correspondence.

Section 5. The *Treasurer* shall receive and disburse all monies, shall keep a strict account in writing of all monies which he/she may receive and disburse, and shall retain written vouchers for payments made, and shall make an annual report. No expenditures shall be made by the Treasurer other than for general running expenses except as authorized by the Executive Board. The Treasurer shall be responsible for filling out and filing all Federal and State tax reports of the Club when due each year.

Section 6. An auditing committee consisting of two members appointed by the Executive Board shall examine the books previous to the annual meeting.

Section 7. Any officer derelict in their duties, and any member whose conduct is such that it is considered detrimental to the welfare of the Club may be removed from office or membership by a two-thirds affirmative vote of the Executive Board.

### ARTICLE 4: EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the officers of the club, two members called Directors, and a Newsletter Editor, all of whom shall be elected at the annual meeting and whose term of office shall start January 1 next following the

election. Preference in the nomination of directors shall be given to the two most recent past Presidents. However, if these individuals are unable or unwilling to serve as directors, any club member in good standing may be elected to serve as a director.

Section 2. The duties of the Executive Board shall be to transact necessary business between regular meetings and such other business as may be referred to it by the Club, and to approve the plans and work of standing committees. The Executive Board shall be responsible for all funds and property of the Club.

Section 3. The Executive Board shall meet (a) at the discretion of the President, (b) by request of three members of the board, or (c) by request of ten members of the Club.

Section 4. Any vacancy in office shall be filled by the Executive Board and the appointee shall serve until December 31st, following.

#### **ARTICLE 5: MEETINGS AND ELECTIONS**

Section 1. Meetings shall be held monthly, except during July and August, at such time and place as may be designated by the Program Committee.

Section 2. The annual business meeting for voting members only shall be held at the regular meeting in November. Annual reports of officers and committees shall be given at that time. Nominations of officers and directors may be made from the floor, followed by oral acceptance of the nominees; but where a *Nominating Committee* has been appointed and has submitted a slate of nominees, then such a slate shall be considered along with the candidates nominated from the floor; but in the event no nominations from the floor are forthcoming as provided herein, then upon motion duly made, seconded and passed by a majority of those present, the Secretary may be authorized to cast a single vote for the entire slate, otherwise the election shall be by Australian ballot.

Section 3. Twenty members shall form a quorum for the purpose of election or transaction of business.

Section 4. Members are entitled to bring friends to any regular meeting of the Club. Non-members may not attend more than two meetings per year.

#### **ARTICLE 6: DUES**

Section 1. The annual dues shall be \$15.00 for an individual, or \$20.00 for a family membership where a single notice is sent, payable in advance. A member who joins the club after

October 1st, paying the annual dues, shall be entitled to membership for the ensuing year.

Section 2. Any member shall be considered in arrears if dues for the current year are not paid by March 1st. The Treasurer shall notify all in arrears prior to the February meeting. These members may be dropped from the rolls if their dues are not paid within thirty days or by March 1st, whichever is later.

Section 3. Any member dropped for non-payment of dues may be reinstated upon payment of all obligations at the time of removal subject to section 1 of this article.

#### **ARTICLE 7: COMMITTEES**

Section 1. All standing committees shall be appointed by the Executive Board before January 1st following election of officers. The *Program and Locations Committees* shall serve for one calendar year from date of appointment. The *Field Trips Committee* shall officially assume responsibility for activities beginning on January 1st of the following year, but may use the intervening months for planning and exploratory trips. Their term of office shall expire on December 31st. In addition to the above named Standing Committees, special committees may be appointed by the President.

Section 2. The number of members appointed to any Standing Committee shall be left to the discretion of the Executive Board. However, a minimum of two should be appointed to each committee annually.

Section 3. The Club shall maintain a publications library which is the responsibility of the *Club Librarian*. The library is to be made accessible to Club members during regular meetings. Club members will be allowed to borrow publications and video tapes from the library by signing out the article and giving the signout card to the Librarian. It is the Librarian's responsibility to insure that material which has been borrowed be returned in a timely manner.

#### **ARTICLE 8: AMENDMENTS**

Section 1. All amendments to, substitutions for, or alterations of the foregoing by-laws shall be proposed in writing at a regular meeting, read before the Club, published in the monthly newsletter and laid over until the second regular meeting following before a vote can be taken for their adoption.

Section 2. It shall require a two-thirds vote of a mail ballot to change the name of the Club or to affiliate with other clubs or associations.

**ARTICLE 9: PARLIAMENTARY AUTHORITY**

The rules contained in Robert's Rules of Order shall govern this Club in all cases to which they are applicable and are not inconsistent with this Constitution and By-Laws.