

NORTH ORANGE COUNTY GEM & MINERAL SOCIETY

BY-LAWS
REVISED 9-Feb-99

ARTICLE I NAME

SECTION 1 This organization shall be known as the **North Orange County Gem & Mineral Society**.

ARTICLE II OBJECTIVES

SECTION 1 OBJECTIVES AND PURPOSED

The objective and purpose of the North Orange County Gem & Mineral Society is to disseminate knowledge of mineralogy and the earth sciences and to encourage study in these subjects, through means of:

- the presentation of public exhibitions, lectures, slide programs;
- field trips for exploration, study and collection of specimens;
- the preparation, publication and distribution of articles and studies pertaining to mineralogy and the earth sciences;
- the promotion of scientific research in these fields;
- the encouragement of interest among young people and the fostering of classes in mineralogy and lapidary arts;
- and all other means which are appropriate to the accomplishment of the primary objectives set forth.

SECTION 2 NON PROFIT

The society is not formed for profit, and none of its assets shall be used for the pecuniary gain or profit of any individual who is or may be a member thereof.

SECTION 3 DISSOLUTION

In the event of dissolution of the North Orange County Gem & Mineral Society, its assets shall be turned over, at the discretion of the Board of Directors either to the State of California for educational purposes, or to the California Federation of Mineralogical Societies.

ARTICLE III MEMBERSHIP

SECTION 1 CLASSES

The membership of this society shall be divided into two classes: Active, and Honorary.

SECTION 2 ACTIVE MEMBERSHIP

- A. Any person over the age of 18 interested in the objects of this organization and who is willing to uphold its policies, may become a member upon meeting the requirements of Section 4.
- B. Active Family membership shall consist of a joint membership for husbands and wives at a special rate.
- C. Active Junior membership is reserved for those between the ages of eight (8) and eighteen (18) years who attend club meetings with a sponsor who shall be responsible for their behavior while attending club activities.

SECTION 3 HONORARY MEMBERSHIP

- A. Honorary membership shall consist of persons who have achieved eminence in the Science of Mineralogy or Allied subjects or those who have rendered the Society a meritorious service. Payment of dues is waived for Honorary Members.
- B. Honorary membership may be proposed by the Board of Directors for a period of one year, or for life.
- C. Those proposed for Honorary membership, who have been approved by the Board of Directors, may be elected by a two-thirds vote of the total membership present at a regular meeting of the Society.

SECTION 4 APPLICATION FOR MEMBERSHIP

- A. Application for membership shall be made on a form provided by the Society and signed by a member in good standing.
- B. The completed application for membership shall be turned over to the chairman of the Membership committee together with the initiation fee and the first years dues.

SECTION 5 MEMBERSHIP A PRIVILEGE

It is hereby agreed that membership in the North Orange County Gem & Mineral Society, is a privilege and not a right. Upon recommendation of the Board of Directors to the Society, any member not in accord with the membership as a whole, may be asked to resign from the Society, or said member may be deprived of membership in the Society by a two-thirds affirmative vote of the active members present at a regular meeting.

ARTICLE IV INITIATION FEES AND DUES

SECTION 1 DUES AND FEES

- A. Individual Membership dues shall be \$10.00 per year. Initiation fee \$4.00.
- B. Family membership dues shall be \$15.00 per year. Initiation fee \$4.00.
- C. Junior membership dues shall be \$3.00 per year. Initiation fee \$1.00.
- D. Medical insurance and public liability insurance fees are included in membership dues.
- E. Honorary membership, conferred as an honor.
- F. Annual dues are payable January 1 of each year.

SECTION 2 MEMBERSHIP DROPPED

Members who have not paid their annual dues by the March meeting shall be dropped from the membership. Notice of Delinquency shall be sent to the members by the treasurer.

SECTION 3 MEMBERSHIP REINSTATEMENT

Members who are dropped from the membership for non-payment of dues and wishing to be reinstated shall follow the same procedure as a new member.

SECTION 4 MEMBERSHIP RESIGNATION

The resignation of a member shall not be accepted until all obligations to the Society have been met.

ARTICLE V OFFICERS

SECTION 1 OFFICES

The officers of this society shall consist of a President, a First Vice-President, a Second Vice-President, a Secretary, a Treasurer, and a Federation Director, and five (5) elected Directors each of whom shall serve as a chairman of a standing committee appointed by the President.

SECTION 2 NOMINATIONS

- A. A nominating committee consisting of five (5) members shall be selected at the September meeting in the following manner; the President shall appoint one (1), the Board of Directors will elect one (1), and the Society shall elect three (3).
- B. It shall be the duty of the nominating committee to nominate one or more members in good standing as candidates for each of the offices to be filled. The names of all candidates nominated by this committee shall be presented to the membership in the October bulletin prior to the October meeting.
- C. Further nominations for office by the membership from the floor shall be allowed at the October meeting.
- D. A complete list of all names nominated by the committee and those nominated by the membership from the floor at the October meeting as candidates for office shall be published in the November bulletin prior to the November meeting and election. No further nominations shall be allowed at this time.

SECTION 3 ELECTIONS

Election of officers shall be held on the first regular meeting in November. Voting shall be by secret ballot. The candidate receiving the greatest number of votes cast on the ballot for that office shall be declared elected. Voting shall be restricted to senior members in good standing.

SECTION 4 TERM OF OFFICE

Officers and Directors shall serve for a term of two (2) years from the date of election and/or until their successors are elected and qualified, except the Federation Director shall be elected for term of 3 years.

SECTION 5 TERMINATION OF OFFICE

Any officer absent from four consecutive meetings, I.E. two business meetings, and two Board meetings, may at the discretion of the Board of Directors, be excused or may be relieved of their office and a successor appointed by the Board of Directors. However, the officer will be notified in writing by certified mail after the third absence that his status as said officer is in jeopardy.

SECTION 6 VACANCY

Any vacancies occurring in office or on committee due to death, inability to serve, or by resignation of an officer shall be filled by appointment by the Board of Directors for the unfinished term of office.

ARTICLE VI DUTIES OF THE OFFICERS

SECTION 1 PRESIDENT

It shall be the duty of the president to preside at all meetings of the society and to perform all the duties customary to the office.

SECTION 2 FIRST VICE-PRESIDENT

It shall be the duty of the First Vice-President to preside at meetings and perform all the duties of the President in his absence or inability to serve. The First Vice-President shall be the chairman of the Program committee.

SECTION 3 SECOND VICE-PRESIDENT

It shall be the duty of the Second Vice-President to preside at meetings and preform as Chairman of the Membership Committee, and to preside at meetings in the absence of both the President and the First Vice-President.

SECTION 4 SECRETARY

It shall be the duty of the Secretary to keep an accurate record of the proceeding of all the meetings of the society and Board of Directors. Keep an up to data file on the membership in prescribed form, answer the routine correspondence of the Society and send out notices of all meetings and other activities of the Society, notify the membership of all nominations for office and the date of the election.

SECTION 5 TREASURER

It shall be the duty of the Treasurer to receive all dues and other money, and to disburse the same when authorized to do so by the Board of Directors. To keep an accurate account of all money transactions and render a report to the Society upon request at any regular meetings. To submit a yearly report to the Society at each annual meeting. To make reports to the President and the Board of Directors when requested. The books shall be audited once a year at the end of each term of office. The Society shall bond the Treasurer to an amount determined by the board.

SECTION 6 BOARD OF DIRECTORS

The Board of Directors shall conduct the business of the Society and shall have general management and control of all Society property, effects, and assets, remit dues when in their judgement is necessary to do so, to make such rules and regulations as they deem are necessary and proper for good government of the Society and shall possess such other powers and perform such other duties as the Society shall prescribe. The Board of Directors shall present a report to the Society at the annual meeting of all business transacted for the year.

SECTION 7 FEDERATION DIRECTOR

The Federation Director shall report all Federation news to the Society. The director shall attend the semi-annual meetings of the CFMS as delegate of the Society and report thereon. The President shall appoint an alternate delegate who shall serve in the event the elected delegate cannot serve for all or part of his term.

ARTICLE VII BOARD OF DIRECTORS

SECTION 1 COMPOSITION

The Board of Directors shall be composed of the elected officers of the Society, and the Federation Director to the CFMS.

SECTION 2 CHAIRMAN

The President of the Society shall be the chairman and the Secretary shall be the secretary of the Board of Directors.

SECTION 3 *MEETINGS*

The Board of Directors shall meet as many times as the President shall designate to transact the business of the Society.

SECTION 4 *QUORUM*

The Board of Directors shall be empowered to conduct the business of the society only when a quorum consisting of a majority are present.

ARTICLE VIII **COMMITTEES**

SECTION 1 *STANDING*

The chairman of the following standing committees shall be appointed by the President and serve for a term of one year:

- Artist & Supplies,
- Budget & Finance (Treasurer),
- Bulletin Editor (Director),
- Bulletin Editor Assistant,
- Displays & Education,
- Door Prizes,
- Field Trip (Director),
- Junior Advisor,
- Historian,
- Hospitality & Membership (Second Vice President),
- Insurance (Treasurer),
- Librarian (Secretary),
- Operating Regulations & By-Laws (Secretary),
- Programs (First Vice President),
- Publicity (Director),
- Refreshments,
- Show Chairman,
- Show Chairman Assistant,
- Social Secretary.

SECTION 2 *SPECIAL*

The President shall appoint such special committees as he deems necessary, as well as those special committees that may be created by a vote of the Society.

ARTICLE IX

MEETINGS

SECTION 1

REGULAR

The regular meetings of this society shall be held on the Second (2nd) Tuesday evening of each month, unless the Board of Directors find that another evening is better suited to the convince of the membership as a whole. Thirty per cent of the active membership at a regular meeting shall constitute a quorum for the transaction of business.

SECTION 2

SPECIAL

Special meetings may be held, or the dates of the regular meetings changed by a majority vote of the Board of Directors.

SECTION 3

ANNUAL

The regular meeting for the month of January shall be designated as the ANNUAL meeting. At this time the Treasurer and the Board of Directors shall present their reports to the membership.

SECTION 4

FIELD TRIPS

Field trips shall be held at such times as proper committees of the Society direct. Notice of all field trips shall be sent to the members in the NOC NEWS Bulletin prior to the Field Trip.

SECTION 5

BUSINESS PROHIBITED AT MEETINGS

All buying, selling, trading and private business shall be prohibited in the room in which the meeting is called to order, until the meeting is adjourned. Notice to this affect shall be prominently displayed at the meeting. The Board of Directors shall be responsible for the enforcing of this Section of the By-Laws.

ARTICLE X

BY-LAWS AMENDMENTS

SECTION 1

AMENDMENT APPROVAL

These By-Laws may be amended at any regular meeting by two-thirds vote of the active membership present, provided that notice in writing of the proposed amendment has been given at a previous meeting. (Printed in the bulletin.)

SECTION 2 **BY-LAWS COMMITTEE**

All amendments to the By-Laws shall be presented to the Society by the By-Laws committee after same has been received and considered by the Board of Directors.

SECTION 3 **BUSINESS NOT COVERED**

Where business procedures is not covered by these By-Laws, Robert's Rules of Order shall prevail.

ARTICLE XI **ORDER OF BUSINESS**

SECTION 1 The order of business at each regular meeting shall be as described in the Operating Procedures.

President _____ Date _____
Don Warthen

Secretary _____ Date _____
Don Ogden