

# Constitution and Bylaws

## Article I

### Name

The name of this corporation shall be:

**SAN LUIS OBISPO GEM AND MINERAL CLUB**

## Article II

### Purpose and Description

**Section 1.** The purpose of this corporation, hereinafter called a SOCIETY, shall be to disseminate knowledge of mineralogy and earth sciences and to encourage study in these subjects through means of association with the mineralogical societies of the State of California and vicinity, both incorporated and unincorporated, and their members; the presentation of public exhibitions, lectures, slide and film programs, demonstrations and other similar programs; field trips for explorations, study and collection of specimens; the preparation, publication, and distribution of articles and studies pertaining to mineralogy and earth sciences, and the promotion of scientific research in these fields; encouragement among young people by fostering classes in mineralogy and lapidary arts; and all other means appropriate to the accomplishment of the primary purposes set forth above.

**Section 2.** The Society is non-profit, non-political, non-sectarian, and educational in its scope.

**Section 3.** The headquarters of the Society shall be located in the City of San Luis Obispo, San Luis Obispo County, California.

**Section 4.** The Society is not formed for profit, and none of its assets shall be used for pecuniary gain or profit of any individual who is or may be a member thereof.

**Section 5.** In the event of the dissolution of the Society, its assets will be donated to some non-profit organization and /or used to establish scholarships. The recipients of these donations (non-profit organizations or establishments where scholarships will be established) will be exempt under section 501(c)(3) of the Internal Revenue Code and will be determined by a majority vote of members of record at the time. Notification by mail will be sent to all members no later than ten (10) days prior to the meeting when the above decisive action is to be acted on.

## Article III

### Membership and Dues

**Section 1.** Anyone twelve (12) years old or older, interested in earth sciences, is eligible for membership upon completion of the prescribed procedure as stated in the by-laws.

**Section 2.** There shall be four (4) classes of membership:

- a. Regular
- b. Junior
- c. Student
- d. Honorary

**Section 3.** Regular members shall be those members who pay annual dues and take part in the activities of the Society.

**Section 4.** Junior member shall be those members who are 12-18 years of age. They are considered regular members and shall have all privileges except holding office.

Section 5. Student members shall be adults who are involved in a full time degree or certificate program beyond a high school level degree. They have all the privileges of a regular member.

**Section 6.** The title of Honorary Member may be conferred upon a person who has done meritorious work in the earth sciences and the Society. An Honorary Member is elected for life and is entitled to all the privileges of a regular member but shall be exempt from payment of dues.

#### **Article IV Officers**

**Section 1.** The officers of this Society shall consist of the following:

President  
Vice President  
Secretary  
Treasurer

**Section 2.** Duties of the President. It shall be the duty of the President to preside at all meetings of the Society. The President shall, with the Secretary, sign all written contracts and obligations of the Society. As the Executive Officer, the President shall perform such duties as may be necessary for the proper conduct of the affairs of the Society.

**Section 3.** Duties of the Vice-President. In the absence or disability of the President, the Vice-President shall perform the duties of the President.

**Section 4.** Duties of the Secretary. The Secretary shall keep the minutes of all meetings of the Society, issue necessary notices to all members, conduct the Society correspondence, and keep the records of the Society (these records shall be open to inspection by any regular member of the Society). The Secretary shall execute all other duties that pertain to the office, and assume other responsibilities that may be assigned to that office by the President.

**Section 5,** Duties of the Treasurer. The Treasurer shall collect all dues and monies payable to the Society and shall pay all bills and accounts, and be responsible for all the Society funds and assets. The Treasurer shall submit a quarterly financial reports to the board and submit a financial report covering the full year, no later than February of the new year.

#### **Article V Meetings**

**Section 1.** A regular meeting shall be held each month.

**Section 2.** Special meetings may be announced by the President at a regular meeting or by notice mailed or emailed to all members at least five (5) days prior to the special meeting. In addition to in-person meetings, regular and special meetings may also be held in virtual format.

## **Article VI Elections**

**Section 1.** Elections shall take place at the November meeting.

**Section 2.** The Officers shall hold office for a term of one year. The said term shall be from January 1 to December 31 of the same year, or until their successors are qualified.

## **Article VII Quorum and Voting**

**Section 1.** A quorum for all business meetings shall consist of not less than one-third (1/3) of the total membership of the Society.

**Section 2.** Votes may be conducted of members during regular or special meetings . In addition, voting may be done with ballots sent through USPS mail or email.

## **Article VIII Board of Directors**

**Section 1.** The Board of Directors shall consist of the Officers, the committee chairpersons and the immediate Past President.—Three regular members are required for quorum. A Board Chairman will be chosen by a majority vote of the regular board members at the first board meeting of the new year.

**Section 2.** The Board of Directors shall be responsible for the following duties:

- a. Take care of policy and financial matters authorizations
- b. They shall be empowered to obligate the Society for amounts less than five hundred dollars (\$500.00). All obligations greater than this sum shall be submitted for general approval of the membership at the next regular meeting.

**Section 3.** The Board of Directors shall be empowered to fill all vacancies of elected officers and board members for the unexpired term.

## **Article IX Amendments**

**Section 1.** This Constitution may be amended by a majority vote of the membership, provided the proposed change or changes have been submitted to the membership in a regular club bulletin or by other notice.

**Section 2.** The By-Laws may be amended by a majority vote of the membership present at a regular meeting where there is a quorum as defined in Article VII or by a majority vote of all members via email or postal mail.

## **Article X Order of Business**

**Section 1.** All items of order for the conduct of the meetings of the Society shall follow Roberts Rules of Order, Revised.

## **By-Laws**

### **Article I Membership**

**Section 1.** Any person may become a member by making an application and paying the annual dues.

### **Article II Dues**

**Section 1.** Any change in the amount of the annual dues shall be recommended by the Board of Directors and approved by a three fourth (3/4) vote of the members present at a regular meeting.

**Section 2.** Dues are payable at the regular meeting of the Society in October or before December 31<sup>st</sup> when they will become delinquent.

**Section 3.** Any member who is in arrears for a period of three (3) months in payment of his annual dues, shall be considered delinquent and shall be dropped from the rolls of the Society.

### **Article III Withdrawals**

**Section 1.** Any member wishing to withdraw from the Society shall make such an intention known in writing to the Secretary.

### **Article IV Expulsion**

**Section 1.** Should the attitude or conduct of any member be such as to be considered detrimental to the welfare of the Society, such member may be expelled by a majority vote of the membership, providing a written notice has been given to the member to appear before the Society at a time and place designated, to show cause why such action should not be taken.

### **Article V Committees**

**Section 1.** Upon assuming office, the President shall make the following appointments: Federation Director and other committee chairpersons as deemed necessary to carry out the functions of the Society.

**Section 2.** The field trip chairman shall have authority over all persons attending any field trip sponsored by the Society.

**Section 3.** No person or group of persons may use the name of this organization for any purpose without proper authorization of the Society.

### **Article VI Statement of Changes**

This amended statement replaces the Constitution and By-laws of the San Luis Obispo Gem and Mineral Club amended and rewritten in January 2018. The changes included in this revised Constitution and By-laws were approved by a majority vote of the membership. Completed ballots were tabulated in May 2022.

Members voting            17