

Constitution & Bylaws

Henry Clay Philatelic Society

Ratified Feb 17, 1997

Preamble

The Henry Clay Philatelic Society has been in existence since the early 1930's, longer than any present member has been associated. The original bylaws for this club cannot be located. These new bylaws are intended to provide a mechanism for dealing with the unexpected, and to provide guidelines for what is expected of officers and members.

Article 1: Name & Objectives

This organization shall be known as the Henry Clay Philatelic Society, herein after designated as the club. The principal objectives are:

- (1) The advancement of knowledge concerning all aspects of philately.
- (2) The promotion of the hobby of stamp collecting.
- (3) The encouragement of a friendly and social exchange of information, experience and philatelic material.

Article 2: Membership, Dues

Section 1: Membership is open to all persons interested in philately who agree to the rules & regulations within.

Section 2: Spouses and children who collect stamps will be included at no extra charge, but each family will receive only one newsletter, one of any type discount offered by the club, and one vote in club matters.

Section 3: Club dues shall be renewable in January of each year. Those who join during other months will pay an amount prorated quarterly. Any member failing to renew his or her dues within 60 days will be dropped from the membership rolls. Reinstatement will be made upon payment. Membership drives may allow for a one-time price break.

Section 4: A member in good standing can resign from the club at any time, with forfeiture of the remaining years' dues.

Section 5: Any person age 16 or under will be considered a member free of charge if they attend a meeting at least once every 6 months. Junior members will retain all rights and privileges of membership except voting and holding office.

Section 6: the Board can name as honorary members, non-collecting friends of the club whose volunteer efforts add benefit to the club. These names shall be reviewed yearly. An honorary member has all rights and privileges of regular membership except voting and holding office. No club dues shall be paid.

Section 7: Members found guilty of fraud, dishonesty, or conduct unbecoming of a member, will be suspended, thereby losing the rights and privileges of membership. Charges against such members must be made to the Board of Directors, who will present such charges to the accused ten days prior to a hearing before the Board of Directors. The Board can sustain or reject the charges. A person expelled from the club may appeal such action of the Board of Directors directly to a meeting of the club.

Section 8: Any change in club dues will be voted by a majority of the paid membership present at a regularly scheduled meeting. Advance notice will be made of the vote, via a newsletter, mailed notice, or an announcement at the previous regular meeting.

Article 3: Officers

Section 1: All officers shall be regular members of the club.

Section 2: The elected officers of the club shall consist of the President, Vice-President, Second Vice-President, Secretary and Treasurer. These officers, along with the immediate Past President, Newsletter Editor, Program Chairman, Club Historian, Show Chairman, and the Publicity Chairman shall make up the Executive board. Those not in elected offices shall be chosen by the President from among volunteers. In the event that one person holds more than one position on the board, that person shall have only one vote.

Section 3: The President has general supervisory powers over all matters of the club. He or she will preside at all meetings and has the power to appoint chairpersons to any necessary committees.

Section 4: The Vice-President shall assist the President in the conduct of the club, and perform the duties of the President in his/her absence. In the event of death, disability, resignation or removal of the President, the Vice-President shall succeed to the office of the President until the next election.

Section 5: The Second Vice-President will also assist the President, and will be second in line to performing duties of the President in his/her absence. In the event of a vacancy in office of President or Vice-President, the Second Vice-President shall become the new Vice-President.

Section 6: The Secretary will keep the minutes of the Club meetings and of the Board meetings, and will make them available to the membership. The secretary will have custody of all letters, documents, mailing lists, lists of club properties, etc., belonging to the club. Documents of a historical nature will be shared with the club historian. A current backup copy of all documents vital to the club will be made available to another officer of the club at least twice a year.

Section 7: The Treasurer shall take charge of all moneys, properties and securities of the club, shall collect dues, make periodic reports of the financial standing of the club. He/she will deposit all dues and other receipts of the club in a bank (checking account) and shall pay all bills and other obligations against the club.

Section 8: Each officer, at the expiration of his term of office, will deliver to his successor, all books, papers, monies or other club properties in his possession.

Section 9: No officer shall receive compensation for services, except reimbursement for administrative expenses.

Section 10: Regular meetings of the Board of Directors will be held at least twice a year, time and place to be set by the Board members. Meetings will be open to all members, with notices printed in the newsletter or announced. Emergency meetings may be held without prior notice, but the minutes will be made available to anyone requesting them.

Article 3: Elections

Section 1: In September two volunteers will be solicited by the President to form a nominating committee, whose job it will be to recruit nominees, and propose a slate of officers at the November meeting. Members of the nominating committee may not run for office.

Section 2: Additional nominations for officers will be accepted from the floor during the month of November.

Section 3: Elections shall be by secret ballot only, either by mail or at the December meeting. It will be the duty of the Secretary to oversee preparation of official ballots, listing the candidates in alphabetical order. New officials take office in January.

Section 4: In the event that an officer resigns during the term of office, a successor for subsequent vacancies shall be named by the Board of Directors. If the time remaining in the term of office is more than six months, a vote by the membership will be made at the earliest possible time.

Article 4: Meetings

Section 1: Conduct of the regular club meeting shall be informal. It is the consensus of the present membership that most members do not attend a stamp club meeting to hear business. Problems requiring more than a few minutes discussion shall first be debated by the board outside of the regular meeting, and then presented to the membership for a vote, following questions and answers.

Section 2: In serious matters of concern to the membership, any member can request that Robert's Rules of Order be invoked as a parliamentary guide to governing proceedings.

Article 6: Amendments

Section 1: These bylaws may be amended by a majority vote of paid members at any meeting, provided prior notice of such action is given.

Section 2: Notice of proposed amendments must be published in the newsletter 30 days prior to voting, or a written proposal handed out at a previous meeting.

Article 7: Fiscal Management

Section 1: The President has the right to approve regular club operating expenses not to exceed \$150, subject to the concurrence of the Treasurer. Amounts in excess of \$150 will be voted at a club meeting, exceptions noted in Sect 3.

Section 2: Checks written by the Treasurer will be counter-signed by another club officer. This person will be agreed upon by the Board.

Section 3: Expenditures relating to a stamp show or bourse need not to be voted by the membership, provided the show chairperson has provided the Board of Directors with an approved budget of expected income and expenditures.

Section 4: An annual financial report will be given to the board, and made available to the membership the first quarter of each year, along with an estimate of the current years expected expenditures.

Section 5: Members may request a financial report at any time. Two Board members shall audit this report upon request.

Dissolution

In the event of dissolution of this society, all remaining funds shall be given over to the American Philatelic Society (A.P.S.).