

**Lake George Gem & Mineral
Club,
Constitution**

Article I - Name

The name of the organization shall be Lake George Gem & Mineral Club.

Article II - Objectives

The objectives of the club shall be:

1. To promote, increase and disseminate knowledge of and about minerals and their uses.
2. To conduct business, educational and social meetings for any and all membership in the promotion and increasing of knowledge of earth science.
3. To conduct lectures, displays, shows and field trips for the promotion of earth science.
4. To encourage fossil. mineral. crystallographic and arrowhead study, collecting and fashioning as a hobby.
5. To perform the objectives of a NON - PROFIT organization.

Article III -Membership

1. There shall be two types of membership in this club:
 - A. Individual - Those who have attained their 18" (eighteenth) birthday.
 - B. Family - Comprised of a parent and dependents under 18 (eighteen) years of age.

Voting members must be 18 years of age and older.

2. Applications for membership shall be in writing on a form provided by the club and accompanied by 1 (one) years advanced dues payment. Any person joining as a new member after June 30th shall pay one-half years dues.
3. Annual membership dues will be from January 1st through December 31st.
4. Membership in the club will be terminated:
 - A. For non-payment of dues when 3 (three) months delinquent. Reinstatement may be made by payment of delinquent dues.
 - B. For cause as a result of conduct adverse to the welfare of the club. A member accused of improper conduct shall be notified in writing. The member shall have the right to appeal his case to the membership. A two-thirds vote of the membership present is required for removal action.

Article IV - Officers and Elections

1. The officers of this club shall be:
 - A. President
 - B. Vice-President
 - C. Secretary
 - D. Treasurer

2. Election of officers:

At the September regular meeting, the President shall appoint a nominating committee to present a list of nominees at the October meeting. The President may ask those present if they would be willing to hold an office. At the October meeting additional nominations may be made from the floor. **NO PERSON MAY BE NOMINATED OR APPOINTED TO OFFICE WITHOUT HIS OR HER CONSENT.** Following the nominations and the closing of nominations at the October regular meeting, election will be by secret ballot of the members present, except when there is but ONE candidate for an office. This requirement may be waived and a unanimous vote called. Officers will take office at the next regular meeting.

1. Replacement of vacated offices:

- A. President: Should the office of the President be vacated, the Vice-President shall fill the remainder of the term as President.
- B. All other Vacated Offices: Should any office other than President become vacant, the President shall appoint an individual to fill the office for the remainder of the term.

Article V - Meetings

1. The regular monthly meet shall be held on a day determined by the club, subject to a vote of the members present at the next regular meeting. The same day should be adhered to as much as possible, in order to plan programs and meeting notifications.
2. Regular meetings may be suspended at the discretion of the President. A notice needs to be sent to the club members. Meetings will be canceled due to adverse weather. Members will be notified by phone or may call the any officer.
3. The Annual Meeting will be held at the October meeting.

Article VI - Amendments

This constitution and its by-laws may be amended at any regular meeting of the club by a 2/3 vote of the members present, provided such proposed amendment be submitted in writing at its previous meeting and read to the assembled members.

**Lake George Gem & Mineral Club
By-Laws**

Article I - Duties of Officers

1. President: The President shall preside at club meetings and supervise the activities of the club, appointing committees and delegating authority when and where the chair deems necessary
2. Vice President: The Vice President shall assume the duties of the President when the officer is absent. When a vacancy shall occur in the office of the President, the Vice President shall assume the duties of the office of the President.
3. Secretary: The Secretary shall keep the minutes of the General meetings; receive, read and answer communications and preserve all records necessary to conduct the future business of the club. The Secretary will remind club members of meetings.
4. Treasurer: The Treasurer shall receive and safeguard all club funds; Maintain accurate records of receipts and expenditures; credit membership dues; issue membership receipts.

Article II - Quorum

A quorum shall consist of all members present, written notice of the meeting having been sent.

Article III - Dues

1. Membership dues shall be:

Individual Members ----- \$15.00 (fifteen dollars)

Family Members ----- \$25.00 (twenty-five dollars)

A family membership shall consist of not more than 2 (two) individuals, 18 years of age or older and their children having the same mailing address.

2. Dues are payable in advance, on a calendar year basis. Persons joining after June 30th shall pay 1/2 (one-half) the applicable dues, except those joining at the December meeting, who shall be credited with the following year's dues when paid in full.

Article IV - Club Funds

1. The funds of the Club shall be maintained in an accredited bank or credit union.
2. Any disbursement of funds, other than petty cash, shall be by check. Normally the Treasurer will sign all checks. In case of emergency, checks may be signed by the President.
3. The Treasurer's records of the Club will be reviewed annually by a person or persons appointed by the President. The Reviewer or Reviewing Committee may not be an officer of the club. The Reviewer or Reviewing Committee shall receive the club treasurer's records within 10 (ten) days of the ending after the annual term or other changing of the treasurer. A written statement shall be given to the President on or before the following regular meeting to be read to the club.

Article V - Matters Not Covered

All matters not covered by the Constitution and/or the By-Laws of the club shall be covered by Roberts Rules of Order.