

STEPHEN JAMES CSRA COIN CLUB
Aiken, SC

Constitution

Article I

Name & Purposes

Section 1. The name of this Club shall be the “Stephen James CSRA Coin Club.”

Section 2. The purposes of the Club are to: generally promote interest and education of numismatics; collect, exchange and disseminate numismatic information for the benefit of its members; and cultivate a fraternal relationship among its members.

Article II

Membership

Section 1. Any person who is seriously interested and engaged in numismatics may be admitted to membership in the Club as provided in and subject to the Bylaws. Junior membership is defined as 17 years and under.

Section 2. Any person who applied for and is duly admitted to membership in the Club shall be deemed to have accepted the Constitution and Bylaws and shall be bound by them, and any amendments thereto, as if he or she had been a member at the time of their adoption.

Section 3. No member who has died, resigned from, or otherwise become disassociated from this Club shall thereafter have any interest in or claim upon the assets of the Club.

Article III

Officers and Directors

Section 1. The Officers of this Club shall be a President, a Vice-President, a Secretary, a Treasurer, and a Sergeant-at-Arms. No two offices shall be held concurrently by the same person.

Section 2. The business and activities of this Club shall be generally managed and controlled by a Board of Directors. The Directors shall be the above Officers and the previous year’s President.

STEPHEN JAMES CSRA COIN CLUB

Aiken, SC

Section 3. The Officers and Directors shall be qualified and elected in a manner prescribed by the Bylaws. Any member in good standing may be elected as an Officer or Director. Junior members shall not be eligible to be an officer of the club.

Section 4. The term of office for elected officers and directors shall be one fiscal year.

Section 5. The Officers and Directors shall perform all duties prescribed by the Bylaws and by the Directors consistent with this Constitution.

Article IV

Amendments

Section 1. This Constitution and Bylaws may be amended by a simple majority vote of the members present and voting at any regular or special meeting of the Club provided a quorum is present and provided that notice of any proposed amendment was mailed or otherwise given in writing to the members in good standing at least five days before such meeting.

STEPHEN JAMES CSRA COIN CLUB
Aiken, SC

Bylaws

Article 1

Officers

Section 1. As provided in the Constitution, the Officers of the Club shall be a President, a Vice-President, a Secretary, a Treasurer and a Sergeant-at-Arms.

Section 2. The President shall preside at all meetings, generally supervise the administration, assets and activities of the Club, and provide for a fiscal year-end audit of the Club's assets, receipts and disbursements.

Section 3. The Vice-President shall act in the President's absence. The Vice-President shall provide for educational numismatic programs for the Club's regular monthly meetings.

Section 4. The Secretary shall record the minutes of all Club meetings, preserve all necessary and useful documents, handle general correspondence and keep a correct list of members. The Secretary shall ascertain and document whether a quorum is present at club meetings.

Section 5. The Treasurer shall receive all funds belonging to the Club and shall keep an account of dues, receipts and expenditures; shall report the state of the treasury monthly. Accounts shall be balanced monthly. The treasurer shall pay all the Clubs bills and any additional debts approved for payment by the Board of Directors. Significant expenditures, as defined by the Board, require Board approval prior to disbursement. A detailed list report of all receipts and disbursements shall be presented at the Annual Meeting, which shall be the first regular meeting in the month of May. The books shall be audited annually between April 1 and April 30. The President shall appoint an auditor annually. The annual report of receipts and disbursements shall be organized according to the budget categories established for that year by the Directors, with a secondary report on each category of receipts and disbursements from that year's Coin Show (if applicable). A copy of the Treasurer's annual report shall be presented to each Board Member prior to the annual meeting.

Section 6. The Sergeant-at-Arms shall admit members at the door; take the names and addresses of visitors and thereafter introduce the visitors at the request of the President; and assist the President in preserving order at all meetings, shows, trading sessions, auctions and other functions of the Club.

Section 7. The Officers shall perform such other duties as may be assigned to them by the President.

STEPHEN JAMES CSRA COIN CLUB

Aiken, SC

Section 8. At the March monthly meeting Officers shall be nominated and elected for the following year. If only one member is nominated for any office, and provided there are no additional nominations from the floor, the President shall forthwith declare the nominee elected. When there is more than one nominee for any office, a secret, written ballot shall be held under the auspices of the President. If the President's position is subject to a secret ballot, then this election will be held under the auspices of the Vice-President. The person receiving the highest number of votes shall be declared elected. The newly elected Officers shall assume their duties on April 1.

Section 9. If an office becomes vacant, for any reason, the vacancy shall be filled by action of the Board of Directors with the least possible delay.

Article II

Directors

Section 1. The Directors shall consist of the President, Vice-President, Secretary, Treasurer and Sergeant-at-Arms. If not already elected to the Board, the previous year's President shall also serve as a Director. Each Board Member shall have a single vote.

Section 2. The Directors shall meet prior to each regular monthly meeting on a day that shall be determined and may hold special meetings at the call of the President or of any other two Directors.

Section 3. Any vacancy on the Board of Directors shall be filled by action of the remaining Directors for the unexpired portion of the term of the vacancy.

Section 4. The specific duties of the Board of Directors shall be to: develop and present, at the last regular monthly meeting of the fiscal year, a budget for guidance of the Club's expenses during the following year, including a secondary budget for a coin show; vote the Club's ANA and other membership ballots; evaluate proposals for Club interactions with other numismatic and local community organizations and recommend action to the general membership; evaluate and approve, by majority vote of all current Directors, proposals for nonbudgeted expenses; and carry out those further duties specified in Articles IV and V of the Bylaws; set forth regulations and procedures for club activities, i.e., auctions and fund raisers.

Section 5. Responsibility for the publicity needs of the Club shall be assumed by one member of the Board of Directors, or a delegated member.

STEPHEN JAMES CSRA COIN CLUB

Aiken, SC

Article III

Committees

Section 1. The Directors shall establish such regular and special committees as may be necessary to properly handle the Club's affairs and activities and shall designate the number of members of each such committee.

Section 2. The President shall have power to appoint the members and name the chairperson for each such committee and to remove members thereof, subject to the approval of the Directors.

Article IV

Rules

Section 1. The Directors shall have the power to: adopt, amend and repeal rules, in any manner consistent with the Constitution and Bylaws; establish and fix the term of office and duties of committees; govern the conduct and participation of members and nonmembers in meetings, auctions, trading sessions and other activities and functions of the Club; and acquire, protect and dispose of the Club's property.

Section 2. The membership, by simple majority vote of the members present and voting at any meeting, may amend, suspend or repeal any rule so adopted by the Directors. A quorum must be present to conduct business. The Secretary shall maintain a list of all rules.

Article V

Membership

Section 1. The classes of membership in the Club shall be "Junior" and "Regular" memberships as defined in the Constitution, Article II, Section 1.

Section 2. Membership in the Club shall be granted to any person upon submission of a valid application with the appropriate yearly dues.

Section 3. The annual dues of each member shall be set by the Directors for each class of membership and shall be approved by majority vote of those members voting at a regular monthly meeting. New rates to be effective the next fiscal year and dues are payable by

STEPHEN JAMES CSRA COIN CLUB

Aiken, SC

April of that year. The dues of new members shall be received upon their acceptance into the Club. New members who join in the last quarter of a fiscal year shall have dues prorated to 25% of annual dues.

Section 4. Any member who incurs any indebtedness to the club and is in arrears by 60 days from the date of indebtedness shall be automatically suspended from membership. Suspended members will not receive member benefits. Upon payment of indebtedness, membership shall be reinstated.

Section 5. The membership of any member may be terminated for cause upon recommendation of the Directors and a three-quarters vote of the members present and voting at the monthly meeting following such recommendation.

Article VI

Meetings

Section 1. Regular meetings shall be held monthly unless otherwise fixed by the Directors.

Section 2. The first regular meeting in May will comprise the Annual Meeting.

Section 3. The President, or any other two Directors, may call a Special Meeting of the Club at any time. Members of good standing shall be notified of Special Meetings by the secretary at least five days prior to the date of the meeting.

Section 4. Meetings shall be held at such places as may be determined by the Directors.

Section 5. All regular members in good standing shall have the right to vote on all questions at any meeting of the Club. A member more than sixty days in arrears in Club dues or with any indebtedness due the Club shall not be regarded as being in good standing. All proposals and motions must be reviewed by the Board of Directors for compliance with the Club's Constitution and By-Laws prior to conducting a vote on the proposal or motion

Section 6. One third of the active regular membership of the Club shall constitute a quorum for the transaction of business except as otherwise provided by the Constitution & Bylaws. A quorum must be attained prior to conducting club business.

Section 7. The parliamentary procedure at meetings of the Club and Board of Directors shall be *Roberts Rules of Order*.

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