

Northside Coin Club By-Laws

(Revised and Amended by Substitution 3/6/2008)

ARTICLE I – DUTIES OF OFFICERS

- SECTION 1. The President shall preside at all meetings and supervise all matters of interest to the Club. The President shall carry out any and all directions and decisions duly made by the Board to the best of his/her ability. The President may establish standing committees to perform or arrange specific and recurring functions; the President may recruit, appoint and assign duties to a chairperson of any standing committee so established.
- SECTION 2. The Vice President shall act in the absence of the President. The Vice President shall be responsible for, and conduct, a minimum of one regular monthly meeting per calendar year, the date of the meeting selected by joint approval with the President.
- SECTION 3. The Secretary shall record the minutes of the meeting. The Secretary will publish, via Email or letter, prior to the next regular meeting a Club Newsletter containing at a minimum the minutes of the last regular meeting and a brief description of the next regular meeting. The Secretary will preserve all documents, and keep an accurate record of the membership roster.
- SECTION 4. The Treasurer shall collect and record all Club income and expenses. No funds will be dispersed without approval of the Board, except for miscellaneous costs for the normal operation of the Club. The Treasurer shall present an itemized, written statement of all income and expenses to the President and Secretary monthly. By mutual arrangement, the Treasurer will allow viewing access to the Club financial records by any Adult member.

ARTICLE II – DUTIES OF THE BOARD

- SECTION 1. The Board shall oversee the overall operation of the Club for the benefit of the members. All Board decisions must be by a quorum. The Board may appoint any Adult member in good standing to fill any vacancies that may occur. The Board shall meet a minimum of twice per year.
- SECTION 2. A quorum of the Board shall be defined as four (4) Board members.
- SECTION 3. The Directors will be responsible for leaving the meeting room in an acceptable condition.

ARTICLE III - MEETINGS

- SECTION 1. There shall be a regularly scheduled monthly meeting except when weather or other conditions disallow it per the discretion of the President. All regularly scheduled meetings shall be open to all Club members and the public.
- SECTION 2. Each regular meeting shall include at a minimum a welcoming of new members and guests, a Treasurer's report, a member vote of acceptance of the minutes of the prior meeting, and a call for old business and new business.
- SECTION 3. The President may call special meetings when necessary.

ARTICLE IV – ELECTIONS

- SECTION 1. An Adult member shall be eligible for nomination for any Board position.
- SECTION 2. Nominations will be opened at the November regular meeting, or by November 15th whichever is earlier, and nominations will continue open until the regular December meeting, or December 15th, whichever is earlier. Elections will be held at the regularly scheduled January meeting, or the first meeting thereafter if cancelled per ARTICLE III, SECTION 1.
- SECTION 3. All nominees will be listed on a sample ballot to be included with the January newsletter. For any Board position for which there is more than one nominee, paper ballots will be distributed to members prior to officially opening the January meeting. Voting will occur for these Board positions, and all ballots shall be returned, prior to the start of the January meeting. Ballots will be opened and counted at the January meeting and the results announced. For any Board position for which there is only one candidate, election by voice acclamation will be allowed.
- SECTION 4. All newly elected Officers and Directors will assume their duties at the February meeting.
- SECTION 5. In order to stagger the 2 year terms of Officers and Directors the following positions will be up for election in EVEN years: President, Secretary, and Director #2. In ODD years, election will be held for the positions of Vice-President, Treasurer, Director #1, and Director #3.

ARTICLE V - DUES

- SECTION 1. Annual dues for an Adult member shall be set by the Board. Annual dues for a Junior member shall be one dollar (\$1). Dues are payable at or before the January regular meeting.
- SECTION 2. The first dues for a new Adult member joining during the fiscal year will be an amount equal to the remaining months of the fiscal year on a pro-rata basis. A new Junior member will pay one dollar (\$1) for the balance of the first fiscal year regardless of the number of months remaining in that fiscal year.
- SECTION 3. Any Adult member or Junior member in arrears more than three months shall be suspended from Club membership
- SECTION 4. Any suspended Adult member or Junior member may be reinstated upon payment of the annual dues for the year in which they are reinstated with no pro-ration.

ARTICLE VI – MEMBERSHIP ROSTER

SECTION 1. The Membership Roster maintained by the Secretary shall contain, at a minimum, the following items.

- 1) Unique membership number for each member.
- 2) Month and year the member joined the Club.
- 3) Name of the member.
- 4) Address of the member
- 5) Email address of the member if available.
- 6) Phone number of the member.
- 7) Member type (Adult or Junior).
- 8) Current status (Active, Suspended, Revoked, Deceased).
- 9) Statement of the date for how far the members' dues have been paid through.

All member information will be kept strictly confidential and is only available to the Officers. Member information will be made available to other club members or to individuals outside of the Club only with the prior consent of the member.

ARTICLE VII – DISBANDING OF CLUB

SECTION 1. Should the Club dissolve for any reason, no Adult member or Junior member, shall retain any Club assets.

SECTION 2. Any non-monetary Club assets can be given to any other operating numismatic Club if so desired, in order of preference and with significant effort to obtain it, by vote of a quorum of the Board, by the President, by any other Officer, or by any Adult member.

SECTION 3. All monies left after paying all Club obligations shall be donated to the American Numismatic Association (ANA), headquartered in Colorado Springs, Colorado.