

**PLEASANT OAKS GEM AND MINERAL CLUB OF DALLAS
CHARTER AND BY-LAWS**

1994

Modified Approved June 5, 2014

ARTICLE I

NAME

The name of the club shall be the Pleasant Oaks Gem and Mineral Club of Dallas

ARTICLE II

OBJECT

The Club is organized for charitable and educational purposes to promote interest in the various earth sciences, in particular those hobbies dealing with the art of cutting and polishing gemstones, the science of gems, minerals and metal crafts, as well as their related fields. Pleasant Oaks Gem and Mineral Club of Dallas is organized exclusively for charitable, educational, and scientific purposes including, for such purposes, the making of distributions to organizations that qualify as exempt organizations described under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future federal tax code.

ARTICLE III

MEMBERSHIP

Any person who is interested in learning about rocks, lapidary, minerals, fossils, etc., and is willing to share with other members of the Club the results of their experiences and knowledge may become a member of the Club upon application, acceptance of membership (by approval of two thirds (2/3) of members present at any regular meeting) and payment of dues. The Club shall not discriminate due to race, sex, or religious preference.

Only members with paid membership shall have the right to vote at Club meetings.

Paid membership shall be of three types: Regular, Junior, and Family

- A. Regular membership shall include persons meeting the requirements of Article III, paragraph 1.
- B. Junior membership shall be available to any person 18 years and under with the approval of parent or guardian and meeting the other requirements of Article III, paragraph 1.
- C. Family membership shall include all members of the same family who meet the requirements of Article III, paragraph 1.

Honorary Membership Honorary memberships may be awarded at the discretion of the Executive Committee.

MEMBERSHIP TERMINATION

A. A member may resign in writing or by email to the club's Executive Board at any time.

B. To expel a member, it is necessary for one or more members to request investigation by the Executive Committee. The accused member shall be given the opportunity to meet in confidential special session with the Executive Committee. If any action is indicated, the Committee will recommend appropriate action at a regular meeting of the Club and upon two-thirds closed ballot vote of the members present, such member may be expelled. If expelled, the member will be given written notification by registered U.S. mail and dues refunded prorated for the remainder of the fiscal year.

ARTICLE IV

DUES

The purpose of the dues is to provide funds to cover expenses of operation and such forms of education and supplies as necessary, hence, the rates may be changed or assessments levied from time to time only by the Executive Committee with the approval of two-thirds of the membership present at a regular meeting. Endowments to the Club will be gratefully accepted as long as they have no religious, political, racial, or commercial implications.

Regular membership and junior membership dues shall be due November 1, not to be refunded. Membership shall be granted, with dues suspended after August 1, to any new member upon receipt of full membership dues for the upcoming year (beginning November 1). Dues paid by any member may not to be prorated. Any regular member shall not be considered delinquent in dues until the first meeting in January (approximately 60 days) but shall pay full annual membership dues.

ARTICLE V

MEETINGS

The fiscal year of the Club shall begin November 1, and the annual meeting to be held in that month.

At the September meeting a nominating committee shall be appointed. Their report will be given at the October meeting and the new officers shall be elected from their recommendations or from nominations from the floor. In addition to the officers, the committee nominates a person for Club Editor, Show Chair Person, and Assistant Show Chair Person (Dealer Chair Person). Persons nominated from the floor or by the Committee must be present to accept or decline the nomination or have stated acceptance verbally or in writing previous to the elections. At the November meeting the new officers shall be install for the ensuing year.

Regular meetings of the Club shall be held once each month as such an hour and location as determined by the Executive Committee.

Special meetings may be called by the Executive Committee or the President at any time. At all meetings for the purpose of conducting Club business, the members present, which must include either the Club President or First Vice President, shall constitute a quorum.

In a point of question, the Robert's Rule of Order as pertains to Societies shall prevail unless otherwise provided for by these By-Laws.

ARTICLE VI

OFFICERS AND COMMITTEES

The elected officers of the Club shall be:

President

First Vice President in Charge of Programs and Publicity

Second Vice President in Charge of Field Trips

Secretary

Treasurer

Editor

The Executive Committee shall consist of the President, First and Second Vice Presidents, Secretary, Treasurer, Show Chair, Assistant Show (Dealer Chair), Club Editor, and immediate past President or member at large elected by the membership.

Officers shall be installed at November meeting and shall hold office for one year or until their successors shall be installed.

Vacancies occurring from any cause during the terms for which officers are elected shall be filled by appointment of the Executive Committee at or prior to the next monthly meeting of the Club.

ARTICLE VII

DUTIES OF OFFICERS

It shall be the duty of the President to preside at all meetings of the Club and of the Executive Committee and to abide by and enforce the By-Laws of the Club. The President shall be empowered to appoint such committees as he shall deem necessary. The President shall be the club's representative at the South Central Federation of Mineral Societies (SCFMS) annual convention. If the club President is unable to attend, he may appoint a club delegate.

It shall be the duty of the First Vice President in the absence of the President to perform all duties incumbent upon the President. The Vice President will also plan the programs of all Club meetings.

It shall be the duty of the Second Vice President to coordinate club field trips.

The Secretary shall keep the records of the membership of the Club and the minutes of the meetings, and those of the Executive Committee. Additionally, the Secretary shall be responsible for all other official Club correspondence and permanent files of Chips and Chatter, The Secretary shall turn over all Club records and properties in his/her possession to his/her successor when duly installed.

The Treasurer shall collect all monies and deposit all monies (including dues) in the name of the Club and as designated by the Executive Committee; shall pay all bills, keep a correct account of receipts and disbursements, rendering a monthly report and a full report annually. The Executive Committee shall determine who, in addition to the Treasurer, is authorized to sign club checks. The Treasurer shall turn over all Club properties in his/her possession to his/her successor when duly installed.

The Editor shall compile, edit, and publish the club's Newsletter, the Chips and Chatter, at an interval as determined by the Executive Committee. The Editor may distribute the newsletter by U.S. mail or by electronic means. The Editor shall provide the Secretary a printed copy of each newsletter for the permanent file.

ARTICLE VIII

EARNING RESTRICTIONS

No part of the earnings of the Club shall inure to the benefit of or be distributable to its members, officers or other private persons, except that the Club shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distribution in the furtherance of the purposes set forth in Article II hereof. Individual Club members may do swapping or trading at any time, but members are responsible for remitting taxes to the state for any sales that they make. Trading shall not interfere with the orderly conducting of Club meetings.

ARTICLE IX

DUTIES OF THE EXECUTIVE COMMITTEE

Business of Executive Committee meetings may be conducted with a quorum of 50% of the committee present. The executive board may also conduct business by email with all members of the board receiving all pertinent emails, and requiring a 50% majority of the members to approve or disapprove board proposals.

The Executive Committee shall generally administer the affairs of the Club and supervise the finances. Expenditures in excess of fifty dollars must be approved by a majority of the Executive Committee.

ARTICLE X

OFFICER TERMINATION

A. An officer may resign at any time by submitting his/her resignation in writing or by email to the Executive Board Members

B. To remove a club officer from his official position, it is necessary for the Executive Board to review the circumstances and need to remove or retain the officer from his/her position, and provide a recommendation at regular meeting. If the recommendation is to remove the officer, a two-thirds vote of the membership at that meeting is required to implement the removal

ARTICLE XI

DISSOLUTION OF THE CLUB

Dissolution of the Club requires approval of a written Notification of Dissolution by the Executive Committee. Upon approval of the Notice by the Executive Committee, the President shall read the Notification of Dissolution at a regular club meeting and have the notice published in the subsequent Chips and Chatter. The dissolution of the Club will be voted on at the following regular meeting of the Club. A two-thirds majority of the members at meeting is required for final approval of the Notice of Dissolution. Dissolution becomes effective upon the official announcement of the vote.

Upon a vote to dissolve the Club, or the lapse of this Charter and By-Laws, the Executive Committee shall, after paying or making provision for payment of all the liabilities of the Club, shall dispose of the remaining assets of the Club in such a manner or to not for profit organizations formed and operated exclusively for charitable, educational, or scientific purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code

ARTICLE XII

CHARTER AND BY-LAWS CHANGES

Proposed changes to the Charter and By-Laws may be made by any member of the club. The change request shall be in writing and provided to a club officer. The change shall be reviewed by the Executive Committee to determine if a change is necessary. If the Executive Committee determines that the change is warranted, the President shall appoint a committee to draft the necessary changes. The committee shall incorporate the proposed change into a draft version of the Charter and By-Laws for review and a final recommendation of the Executive Committee. If the Executive Committee concurs in the proposed changes, the proposed changes will be presented at a regular club meeting and published in the subsequent Chips and Chatter. The changes to the Charter and By-Laws may then be enacted at any subsequent regular meeting of the Club by a vote of a two-thirds majority of members present at the meeting. The changes shall become effective upon official announcement of the vote.