

Tacoma-Lakewood Coin Club Bylaws

Article I Name

Sec.1 The name of the club is Tacoma-Lakewood Coin Club, as incorporated with the State of Washington in February 1988. ANA # 29685.

Article II Object and Purpose

Sec. 1 The purpose of this club is to promote interest in numismatics, through a sound program of education and fellowship, as a not-for-profit organization.

Article III Membership, Eligibility and Privileges

Sec. 1 The Club consists of Regular, Life, and Junior Members.

Sec. 2 Any individual, 18 years of age or older, is eligible for Regular membership.

Sec. 3 Life membership status can only be awarded by the Board for meritorious service.

Sec. 4 Any individual, under 18 years of age, is eligible for Junior membership.

Sec. 5 Life Members are considered Regular Members and may hold office and vote.

Sec. 6 Applications for membership, with the applicable dues, will be submitted to the Treasurer, and will be read at two regular meetings. If there are no objections by the second reading, membership is automatic.

Sec. 7 Any member may call for a secret ballot on applicants. A unanimous vote is necessary for acceptance with the exclusion of two no votes. If denied, the applicants advance dues will be returned and he or she may reapply after one year.

Sec. 8 Dues will be set by the Board and reviewed annually.

Sec. 9 Memberships are not transferable.

Article IV Resignation, Suspension and Reinstatement

Sec. 1 Dues are payable to the Treasurer at the first meeting in January. Members who fail to pay their dues by March 1st are suspended and their names will be dropped from the membership rolls without further notice. Any member who has

resigned or was suspended for nonpayment of dues may be reinstated upon payment of current dues and will receive his or her original membership number.

Article V Officers and their Duties

Sec. 1 The elected officers of the Club are: President, Vice President, Secretary, Treasurer, Curator and four Directors. Other offices are filled by appointment of the Board, e.g. Librarian, Historian, Bourse Chair and Editor.

Sec. 2 The President has general supervision over all Club functions. Duties include but are not limited to:

- Preside at all meetings of the Club.
- Appoint the auctioneer and all committees as needed.
- Make a call for nominations of officers at the October regular meeting.
- Call Board meetings as needed, a minimum of 3 per year.

Sec. 3 The Past President will assist the President with all functions of the office.

Sec. 4 The duties of Vice President include but are not limited to:

- Act in the Presidents place in case of absence.
- Be responsible for monthly programs.
- Lead the education component of club activities.

Sec. 5 The duties of Secretary include but are not limited to:

- Keep a true record of all Club and Board proceedings. Preserve all documents pertaining to the office and take action on all correspondence as directed by the Board.
- Make a report of minutes at all business meetings.

Sec. 6 The duties of Treasurer include but are not limited to:

- Deposit all monies of the Club from any source.
- Make disbursements for club expenses, per approved documentation.
- Maintain a petty cash fund to use for change during the auction.
- Receive membership applications and forward them to the Secretary.
- Present a monthly financial report at meetings.
- Confirm an annual financial review of the books is completed.

Sec. 7 The duties of Curator include but are not limited to:

- Maintain all Club property other than the library, secretarial papers and the Club memorabilia collection.

- Purchase coins and other items from the proceeds of drawings or from funds allocated by the Board.
- Oversee awarding prizes at applicable club events.
- Confirm an annual review of the inventory.

Sec. 8 The duties of Librarian include but are not limited to:

- Keep all Library material in good order.
- Keep an up-to-date catalog of such material.
- Afford Club members access and loan of such material.

Sec. 9 The duties of News Editor include but are not limited to:

- Distribute the monthly newsletter to all members
- Maintain current addresses, physical or electronic, of all members.

Sec. 10 The duties of the Historian include but are not limited to:

- Maintain items of historic interest for the club.
- Share history of the club with current members.

Sec. 11 The Board of Directors consists of the elected officers of the Club. The Board has power to act on all Club business, including but not limited to:

- Elect members to fill vacancies on the Board until the next regular election.
- Decide on time, place and budget of coin shows and other activities.
- Disposition of formal charges against a member.
- Appoint an ANA member as ANA representative and PNNA member as PNNA representative.
- Appoint non-elected officers as needed: Librarian, Historian, Bourse Chair and News Editor.
- Decide which Club property is surplus and decide the method of disposal. If sold, proceeds go into the general fund.
- Confirm annual review of the Treasurer books and Curator inventory.

Sec. 12 Six Board members constitute a quorum. With a quorum present, a simple majority of Board members present at a business meeting is necessary for passage of any resolution. In the event of urgent business, email approval by six Board members is necessary to act.

Article VI Fiscal Year and Elections

Sec. 1 The fiscal years begins the 1st of January. Officers begin their term as of that date.

Sec. 2 Elected officers will serve two-year terms with two Directors rotating yearly. The President and Vice President will be elected on alternating years.

Sec. 3 Nominations of officers will be made in October and November at a regular meeting.

- Nominations will only be made from the floor.
- Election will be decided by a simple majority of members present.
- Any member may request election by written ballot.

Article VII Miscellaneous

Sec. 1 All business, except elections and new members, will be conducted at business meetings. All members may attend business meetings but do not have voice or vote. If a member wants to present an issue at a business meeting, they must contact the President in advance to get on the agenda.

Sec. 2 Proposed amendments to the Bylaws will be read at two consecutive regular meetings of the Club. Two-thirds approval of members present at the second meeting is necessary for passage. The revised Bylaws become effective immediately.

Sec. 3 Club Policies, as set by the Board, will be stated separately from these Bylaws.

Sec. 4 All members will have access to the Bylaws and Club Policies

Sec. 5 The Club will maintain liability insurance for all Club meetings and coin conventions in an amount set by the Board.

Sec. 6 In the event of dissolution of the Club, all properties of the Club will be donated to the American Numismatic Association, as per the articles of incorporation. In the event of a merger with another club, all assets will be transferred to the new parent club. No individual shall benefit financially from such dissolution or merger.

Sec. 7 These Bylaws were approved at the general membership meeting on
