

## CONSTITUTION & BYLAWS OF THE SAN JOSE POSTCARD CLUB

- ARTICLE I: **NAME** - The organization shall be called the SAN JOSE POSTCARD CLUB.
- ARTICLE II: **OBJECTIVES** - The purpose of the club shall be to encourage interest in the hobby of postcard collecting, to establish standards of trade, to foster research and study and encourage activities that will advance knowledge of the hobby.
- ARTICLE III: **MEMBERSHIP** - Any person may be a member of the club. A member whose annual dues are paid in good standing. All members in good standing are entitled to the rights and privileges of the club, including voting on matters brought before the club and in the election of officers, holding any office, serving on committees and offering postcards for sale or trade at meetings.
- ARTICLE IV: **MEETINGS** - Regular meetings shall be held once a month September thru June. Business and board meetings shall be held at the discretion of the club officers. A quorum shall consist of ten members in good standing. Members in good standing may vote on issues brought before the club.
- ARTICLE V: **OFFICERS** - The elected officers of the club shall be: President, Vice President, Secretary, and Treasurer, also known as the Executive Board. The election of officers shall be by simple majority vote of the members in good standing in attendance at the September meeting. The term of office for all officers shall be one year. There shall be no limitation on the number of terms of office for any officer. The duties of the officers shall be as provided in following sections and as custom and parliamentary procedure may require. The duties of the President are to preside at all meetings, to appoint all committee chairmen, to sign all written obligations of the club and to supervise the active management of the club. The duties of the Vice-President are to discharge the duties of the President in that person's absence and to succeed the President if necessary. The duties of the Secretary are to keep the minutes of the meetings, handle correspondence of the club and succeed to the duties of the President and Vice-President if necessary. The duties of the Treasurer are to be responsible for the collection of all dues and other monies paid to the club, for keeping full and accurate records of all receipts and disbursements of the club and for keeping a record of the members in good standing.
- ARTICLE VI: **ANNUAL DUES** - shall be \$6.00<sup>1</sup> per family, payable by the September meeting of each year. Dues may be revised by a majority vote of the membership. Prorating is allowed at the discretion of the Executive Board.
- ARTICLE VII: **FISCAL YEAR** - The fiscal year shall be from each September meeting date to the next September meeting date.
- ARTICLE VIII: **PARLIAMENTARY PROCEDURE** - All meetings of the club shall be governed by the parliamentary rules and procedures contained in the current edition of Roberts Rules of Order.
- ARTICLE IX: **AMENDMENTS** - This constitution and bylaws may be amended by a simple majority vote of a quorum of members in good standing in attendance, provided however, that the proposed changes are presented in writing to the membership at the previous regular meeting.



<sup>1</sup>. As of May 2019, dues are \$20 per person / family per year or \$6 per youth up to 15 years old per year.