

VICTOR VALLY GEM AND MINERAL CLUB'S BY-LAWS

Amended April 23, 2013

ARTICLE	SECTION	TITLE	BY-LAW
I		Name	The name of this corporation is VICTOR VALLEY GEM AND MINERAL CLUB, INC.
II	1	Object	To disseminate knowledge of mineralogy and the earth sciences. To encourage study in these subjects through means of the presentation of public exhibitions, lectures, slide programs, demonstrations, and similar programs. To arrange field trips for exploration, study, and collection of specimens. The preparation, publication, and distribution of articles pertaining to these fields. The encouragement of interest of young people and fostering of classes in mineralogy and lapidary arts. The establishment of one or more public museums or displays of gems, minerals, mineral products, related pictures, writings, other information thereof, and all other means which are appropriate to the accomplishment of the primary objects above set forth.
II	2	Object	The corporation is not formed for profit and none of its assets shall be used for the pecuniary gain or profit of any individual who is or may become a member thereof.
II	3	Object	All of the assets, properties, and funds of the corporation shall be devoted to the furtherance of the primary objects and purposes of the corporation. Its works, purposes, and objects are purely scientific, educational to the extent incidental thereto social and recreational, are solely in the interest of the advancement of its members, and of the public along scientific and educational lines.
II	4	Object	In the event of liquidation or abandonment of the corporation, all of its assets both real and personal shall not inure to the benefit of any private person nor the individual members of the corporation. All of its assets, both real and personal, shall be transferred at the discretion of the remaining members to the State of California for educational purposes or shall be transferred to any existing, operative, and valid association or corporation founded upon and functioning as an organization with the same objects and purposes as this corporation.
III	1	Powers	To receive and admit members of the corporation. Persons interested in the mineralogical and related earth sciences that are the primary objects of this corporation.

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III	2	Powers	To purchase, lease, take in exchange or otherwise acquire and to hold, own, develop, operate, sell, assign, transfer, convey, exchange, mortgage, pledge, or otherwise dispose of and encumber real and personal property of every class and description and rights and privileges therein in the State of California, or in any other state, territory, district, or possession of the United States of America, and in any or all foreign countries which may be suitable or convenient in connection with the purposes of this corporation.
III	3	Powers	To do any and all things necessary, suitable, convenient, or proper for or in connection with or incidental to the accomplishment of any of the purposes or attainment of any one or more of the objects herein enumerated or designed directly or indirectly to promote the interest of this corporation, or to enhance the value of any of its property; and in general do any and all things and exercise any and all powers which it may now or hereafter be lawful for the corporation to do or to exercise under the laws of the State of California that may now or hereafter be applicable to this corporation.
III	4	Powers	The foregoing shall be construed as objects and powers and enumeration and are not to be held to limit or to restrict in any manner the general powers now or hereafter conferred on this corporation By-Laws of the State of California.
III	5	Powers	The principal office for the transaction of business is hereby fixed and located in the City of Victorville at 15056-B Seventh Street, in San Bernardino county, State of California. The governing body with approval of the membership of this corporation is given full power and authority to change the said principal office from one location to another within the said Victor Valley area.
IV	1a	Membership	Any adult may become a member by making a written application and paying their dues for the fiscal year. If the new member is accepted for membership at the June regular meeting or thereafter the dues for the balance of the current fiscal year shall be reduced to (50) fifty percent of the normal fee. Dues for junior members shall be \$5.00 per year. A nametag may be purchased at an additional cost. Passed 10/23/2012
IV	1b	Membership	Adult members shall have all powers and privileges conferred by these by-laws including the right to vote and hold office. Passed 10/23/2012
IV	2a	Membership	All applications shall be writing and shall be signed by the applicant. Payment of dues is to be submitted with the application. A nametag may be purchased by the member at an additional cost. The new member will be presented at the next general meeting to the membership. Passed 10/23/2012

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IV	2b	Membership	<p>Membership to the Victor Valley Gem & Mineral Club is open to anyone regardless of age or place of residence. Junior members (young people under the age of 18) must be sponsored by a parent, guardian, or member in good standing, and must be accompanied to meetings and on field trips by an adult member. Passed 10/23/2012</p> <p>See Policy and Procedures for other requirements.</p>
IV	3	Membership	<p>Expulsion: Should the attitude or conduct of any member be such as to be considered detrimental to the welfare of the organization such member may be expelled by a two-thirds vote of the membership. Before such action may be taken however, a REGISTERED written notice shall be sent by the Secretary to the member to appear at a designated time and place so that he may show cause why such action should not be taken.</p>
IV	4	Membership	<p>A minor member will be accompanied by a parent or guardian who is a member of the organization in good standing on all field trips and all meetings.</p>
V	1	Dues	<p>Amended 4/2000 - The dues shall be established by a vote of the membership and payable at the regular business meeting in November.</p>
V	2	Dues	<p>Amended 4/2000 - To remain in good standing a member must pay his dues before the close of the December meeting.</p>
V	3	Dues	<p>Amended 4/2000 - Members who have not paid their dues after the November business meeting shall be notified in writing. If payment of dues is not made before the close of the December meeting the member will be automatically dropped from membership and the Federation notified of this fact.</p> <p>Revised 4/24/2012</p> <p>Members who have not paid their dues after the November business meeting shall be notified in writing. If payment of dues is not made before December 31st, the member will be automatically dropped from club membership.</p>
V	4	Dues	<p>Amended 4/2000 - If a member is dropped from the rolls for non-payment of dues, he may re-enter the organization after approval of the membership committee and final vote of the membership or by payment of all back dues <u>and a \$5.00 late fee.</u></p> <p>Revised 4/24/2012</p> <p>If a member is dropped from the rolls for non-payment of dues he/she may re-enter the organization after approval of the board with payment of the current year dues and a \$5.00 late fee.</p>

ARTICLE	SECTION	TITLE	BY-LAW
VI	1	Officers of the Organization	The Governing Body of this organization shall be its President, First Vice President, Second vice President, Third Vice President, Recording Secretary, Corresponding Secretary, Treasurer (who will be the Chief Financial Officer), Federation Director, immediate Past President and four (4) additional Body Members. These Body Members shall each be elected for a two-year term. To maintain continuity, one half (1/2) of these Body Members shall change each year.
VI	2	Officers of the Organization	Election of Officers shall be governed by the ruling of the California Division of Corporations that provides as follows: The California Corporation Code provides for the election of the Governing Body by the members of the non-profit corporation.
VI	3	Officers of the Organization	In July , a Nominating Committee consisting of (2) two of the Members of the Board and (3) three appointed members from the floor for a total of (5) five will be created. Their express purpose is to form a slate of (preferably) (2) two nominees for each office and to determine a willingness to serve. Nominations may also be made from the floor at the August, September, or October General Meetings. Passed 10/23/2012
VI	4	Officers of the Organization	A secret ballot will be called for by the President at the close of nominations at the October's General Meeting. The nominees receiving at least 20% of votes at the General Meeting for each office shall be elected. In the event of a tie vote, the President shall vote to break the tie. The Board will start training new Board Members immediately after being elected. Passed 10/23/2012
VI	5	Officers of the Organization	Should a vacancy occur during the term of office, the Board shall appoint a successor for the duration of the term. Passed 10/23/2012
VI	6	Officers of the Organization	New officers will be presented to the membership at the Christmas party in December.
VI	7	Officers of the Organization	No member of the Governing Body shall hold more than one elective office during any given term except as Chairperson or as a member of a committee.
VI	8	Officers of the Organization	All prospective elected officers must signify a willingness to accept their proposed office at the time of or preceding their nomination to such position. If such nominee is not present at the time of nomination such willingness to accept must be in writing.
VI	9	Officers of the Organization	Removal of Officer. An Officer may be removed by a majority vote of the Board at any regularly scheduled or special meeting of the Board whenever the Board judges it to be in the best interest of the Club. Passed 10/23/2012
VII	1	Duties of the Officers	The immediate Past President will assist the President in any capacity to facilitate continuity of the Organization.
VII	2	Duties of the Officers	It shall be the duty of the President to preside at all meetings of the Organization and all meetings of the Governing Body and to perform such other duties as are customary to his/her office.
VII	3	Duties of the Officers	First Vice President - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012

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VII	4	Duties of the Officers	Second Vice President - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	5	Duties of the Officers	Third Vice President - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	6	Duties of the Officers	Recording Secretary - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	7	Duties of the Officers	Corresponding Secretary - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	8	Duties of the Officers	Treasurer - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	9	Duties of the Officers	Federation Director - All Officers duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
VII	10	Duties of the Officers	It shall be the duty of all Officers and Committee Chairpersons to report on the activities of their office during the year, upon the request of the President and in any event at least once during the year of their term of office.
VIII	1a	Governing Body	The Governing Body (hereafter referred to as Body) shall be the custodian of all properties of the organization and shall keep a proper record of the same.
VIII	1b	Governing Body	A majority of the Body shall constitute a quorum.
VIII	2	Governing Body	The President shall be the Chairperson of the Body. In the event of a tie vote he/she has the right to cast the deciding vote.
VIII	3	Governing Body	The Recording Secretary shall be secretary of the Body.
VIII	4	Governing Body	The Body shall prepare a budget to be accepted by the membership each January.
VIII	5	Governing Body	It shall be the duty of the President and (3) three elected members of and chosen by the Body to represent the Victor Valley Gem and Mineral Club Inc. in all legal transactions which the organization as property owners may require resolution. To this end, the three elected members and the President may sign all necessary legal documents involved in such transactions, subject to the prior approval of the membership.
VIII	6	Governing Body	DONATIONS (OVER \$500) The Board will ensure that any donation over (\$500.00) five hundred dollars shall be inventoried or accounted for by the Treasurer. Passed 10/23/2012
IX	1	Meetings	The regular meetings shall be held in at the Club House on the fourth Tuesday of each month at 7:30 p.m. A quorum of all regular meetings shall be 10% of the membership. Such dates, times, and places may be reset by the Board . Passed 10/23/2012
IX	2	Meetings	The Body may meet at any time at the call of the President and shall meet no less than once every three months.

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IX	3	Meetings	Special Board meetings may be called by the President or at the request of (10) ten members which shall include the President or the First Vice President. Membership shall be notified by email or phone tree (7) seven days in advance of the meetings. Such notice shall state the purpose of the called meeting. Passed 10/23/2012
IX	4	Meetings	Order of Business: (a) Pledge of allegiance to the Flag. (b) Roll Call of Officers. (c) Introduction of guests. (d) Reading of minutes and of special meetings. (e) Treasurer's Report. (f) Communications and Bills. (g) Report of Special Committees. (h) Unfinished Business. (i) New Business. (j) Good of the Order. (k) Program. (l) Adjournment.
IX	5	Meetings	The Education Meeting shall be held at the location stated in section 1 above. The meeting shall be held on the third Tuesday of each month at 7:00 p.m.
X	1	Standing Committee	Upon taking office, the President shall attempt to ensure to the best his/her ability that there is a Chairperson for each of the standing committees recognized as important to the organization as follows: Membership, Publicity, Hospitality, Wagon Master (Field Trip), Historian, Program and Education, Show/Shows, Purchasing Agent, Financial Advisory Committee, Librarian, Webmaster, Silver Room, Grinding Room, Saw Room, All You Need, Sphere Area Supervisors, Sunshine Person, Photographer, Bulletin (Newsletter), Petrified Pups Advisor, and By-Laws, and other such committees as are necessary. Passed 10/23/2012
XI	1	Duties of Committees	Membership - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	2	Duties of Committees	Publicity - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	3	Duties of Committees	Hospitality - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	4	Duties of Committees	Field Trip - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	5	Duties of Committees	By-Laws - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012

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XI	6	Duties of Committees	Historian - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	7	Duties of Committees	Programs and Education - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	8	Duties of Committees	Shows - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	9	Purchasing Agent	Purchasing Agent - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	10	Financial Advisory Committee	Financial Advisory Committee - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	11	Librarian	Librarian - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	12	Web Master	Web Master - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	13	Duties of Committees	Silver Room Supervisor - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	14	Duties of Committees	Saw Room Supervisor - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	15	Duties of Committees	Grinding Room Supervisor - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	16	Duties of Committees	All You Need Supervisor - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	17	Duties of Committees	Petrified Pups Leader - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	18	Duties of Committees	Sunshine Person - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	19	Duties of Committees	Photographer - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XI	20	Duties of Committees	Nominating Committee - All COMMITTEE CHAIRPERSONS duties and responsibilities are listed in the Job Description Document. Passed 10/23/2012
XII	1		These By-Laws shall not be suspended at any meeting, but may be

			amended at any regular meeting by a two-thirds vote of the membership present, provided that notices of the proposed amendment shall have been mailed to all members ten days prior to the previous regular meeting.
XII	2		Rules of Procedure. Robert's Rules of Order insofar as not inconsistent with these by-laws shall govern the proceedings of all meetings.
XII	3		These By-Laws shall become effective immediately upon adoption.
XII	4		These By-Laws shall automatically become amended to conform to the Articles of Incorporation in the event they are or shall be inconsistent with the Incorporation Code and/or laws of the State or Federal Government.
XII	5		Fiscal year. The fiscal year shall terminate on December 31st of each calendar year. The books shall be closed on midnight that day.
XIII	1	Code of Conduct	<p>Amended and passed April 23, 2013.</p> <p>As a member of the Victor Valley Gem and Mineral Club, it is each person's duty to recognize that he or she is a representative of the Victor Valley Gem and Mineral Club and it is each individual's responsibility to project a favorable image. The Victor Valley Gem and Mineral Club understand that members' opinion differ and encourages any point of view to be expressed freely to anyone. We will not however tolerate slander, stalking, spreading rumors, physical threats, hounding, libel, acts of malicious intent, sexual harassment, or any other type of defamation of character. These can be grounds for expulsion from the Victor Valley Gem and Mineral Club at any time.</p> <p>Statements that are derogatory toward the Victor Valley Gem and Mineral Club in general, or which are intended to discourage others from joining the Victor Valley Gem and Mineral Club, or supporting the Victor Valley Gem and Mineral Club may be a violation.</p> <p>No member may use or refer to the Victor Valley Gem and Mineral Club in expressing their opinion in any written or oral form unless the Board of Directors has given permission.</p> <p>Any conduct that could jeopardize the Victor Valley Gem and Mineral Club's existence, charity status, or is contrary to the Victor Valley Gem and Mineral Club Articles of Incorporation and/or these Bylaws, is a violation of code of conduct.</p> <p>See Policy and Procedures for other requirements.</p>
XIV	1	Setting Duties and Requirements	The Board will set all duties and requirements for all Officers and all Committee Chairpersons.

XV	1	Minor Changes	<p>Minor changes to the by-laws rules and/or policies and procedures may be presented and changed at the General Meeting during the voting process. “Minor changes” will be determined by the Membership at the General Meeting.</p> <p>The end of Bylaws if passed</p>