

**Constitution/By-Laws &
Policies**

Of the

**RHODE ISLAND MINERAL
HUNTERS, INC.**

2013

ARTICLE I NAME

Section 1. The name of the organization shall be the **Rhode Island Mineral Hunters, Inc.**

ARTICLE II PURPOSE

Section 1. The purpose of the Organization shall be to promote the study of the earth sciences and to aid in the locating and conservation of mineral resources.

Section 2. The purpose, as herein set forth, shall be limited by, and not exceed, the limitations and provisions of Section 501 (c) (3) of the Internal Revenue Code of 1954. And/or any subsequent updates to laws and regulations.

ARTICLE III SCOPE

Section 1. The Organization shall be non-profit.

No part of the net earnings of the Organization shall inure to the benefit of, or be distributable to its members, incorporators, officers or other private persons, except that the Organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purpose set forth in Article II. No substantial part of the activities of the Organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provisions of these articles, this Organization shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Organization.

Upon the dissolution of the Organization, the Executive Committee shall with a two thirds approval of the entire committee, after paying or making provision for the payment of all the liabilities of the Organization, dispose of all assets of the Organization exclusively for the purpose of the Organization in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Revenue Law), as the Executive Committee shall determine.

Section 2. The purposes and policies of the Organization shall be developed through meetings, field trips, and projects.

Section 3. The Organization may cooperate with other organizations and agencies for the purpose of education, collecting, and projects in the earth sciences.

ARTICLE IV MEMBERSHIP

Section 1. The Organization shall be made up of persons interested in the Earth Sciences in the following classifications:

1. Active members (18 years or older)

2. Junior members (9 thru 17 years of age)
3. Patrons (Any individual (s) 18 years or older who have given significant help to the Organization) shall be named by a majority vote of the executive board as a life Member with no dues required.
4. Honorary members (18 years or older no club privileges unless an active member)
5. Charter members

Section 2. Membership shall be available to anyone who is interested in the Earth Sciences and the aims of the Rhode Island Mineral Hunters, Inc. and who is willing to uphold its policies and subscribe to its Constitution/ By-Laws. Applicants for membership shall become members upon payment of dues.

Section 3. The Organization may revoke a membership by a two thirds vote of the Executive board for behavior determined to be detrimental to the club after a review of submitted documented evidence. Dues are non refundable.

ARTICLE V CHANGES TO DUES

Section 1. Dues are set forth in the policy section as a matter of policy. ____

Section 2. Changes in amount of the dues may be made by simple majority vote by the executive board and then ratified at the next general meeting after an announcement has been made in the newsletter.

ARTICLE VI OFFICERS

Section 1. The Officers of the Organization shall be: (1) President; (2) Vice President; (3) Secretary; (4) Treasurer.

Section 2. The permanent officers shall designate the mailing address of the Organization after their election.

Section 3. The Officers shall surrender all Minutes, Correspondence, Monies, etc. to their successors in office when they leave office. This property shall remain the property of the Organization.

Section 4. Junior and Honorary members shall not be eligible to hold office.

ARTICLE VII DUTIES OF THE OFFICERS

Section 1. PRESIDENT - It shall be the duty of the President to preside at all regular, special, and Board Meetings of the Organizations. The President shall preserve order and enforce the rules of the Organization. He shall appoint all committee chairmen. He shall appoint and fill vacancies of a temporary nature. He may vote to break a tie. Upon expiration of office, the President automatically becomes a member of the Executive Board until a new President replaces the incumbent President. He or She will become an automatic member of the Board.

Section 2. VICE PRESIDENT - It shall be the duty of the Vice President to assist the President at all meetings and to preside in the absence of the President. In the case of a vacancy in the office of President, he shall assume and discharge the duties and responsibilities of the office until the new President is elected. He shall perform such other duties as may be assigned him by the President.

Section 3. SECRETARY - It shall be the duty of the Secretary to maintain a record of all meetings and shall, upon request by members in good standing, have records of the previous meetings accessible for reference, information and guidance. The Secretary conducts all correspondence of a general nature, including the Notice of Meetings.

Section 4. TREASURER - It shall be the duty of the Treasurer to receive all monies of the Organization from whatever source, and to give a receipt for the same. They shall deposit such money in a place designated by the Executive Board. They shall make a report at each Executive Board and general membership meetings of the financial condition of the Organization. They shall pay all bills authorized by the Executive Board. If circumstances warrant the Treasurer shall submit all financial records to an Auditing Committee appointed by the Executive Board at least two (2) weeks prior to the Annual Meeting. The December meeting is deemed to be the annual meeting. Access to club funds will be two members of the club that are not cohabiters, relatives or married.

Section 6. When an Officer, Executive Board Member, or Chairman of a Committee fails to attend three (3) consecutive meetings without adequate excuse, the Executive Board may declare such position vacant. The President will appoint a replacement with Executive Board approval to fill out the term. Should any of these Officers, Executive Board Members, or Chairpersons of a Committee find they are unable to attend any scheduled meeting; they are required to inform the President of their intended absence. If they are unable to contact the President, they are then required to inform the Vice-President. When unable to attend any scheduled meeting, the above are required to transmit an updated report to the President.

Section 7. HISTORIAN, though not an officer, shall preserve all important documents, paper, accounts, letters received, and copies of all correspondence initiated by him / her on behalf of Organization.

All Club Records are required to be turned in to the Historian at the Annual Meeting.

Section 8. DUTIES OF A MEMBERSHIP CHAIRPERSON - At meetings, count attendees on list and report to President. Introduces visitors, guests, and new members. Provide membership applications for all prospective members. Accept applications and dues. Keep chronological list of members, and alphabetical card file. Submit names, addresses and telephone numbers to newsletter editor. Submit dues money to treasurer. Distribute membership cards. Stimulate drive for new members throughout the year, and especially at annual shows.

Section 9. PARLIAMENTARIAN Though not an officer; they shall serve in an advisory role on points of order at any and all meetings.

Section 1. At the September meeting, the President shall appoint a Nominating Committee of three (3) members. These members cannot be running for any office. They will be charged with presenting a slate of candidates at the October meeting, to be voted on at the Annual meeting. The December meeting shall be the Annual Meeting. The Nominating Committee shall also present to the membership at the October meeting six (6) candidates to serve on the Executive Board:

Six (6) for a period of three (3) years

Thereafter each year, the Nominating Committee shall present to the membership two (2) candidates to serve on the Executive Board for three (3) years. The nominee's presence or written consent is required at the time of nomination.

Section 2. Term of office shall be for one (1) year from close of election meeting in December to close of election meeting the following year, for the following officers:

President
Vice President
Secretary
Treasurer

Officers may be re-elected to office, to no more than three (3) consecutive terms, unless conditions dictate otherwise.

Section 3. Additional nominations for office may not be made from the floor at the November general membership meeting or at the Annual (December) meeting unless a nominee is withdrawn for any reason. Individual's who have been nominated must be present at the time of the nomination and they must state their willingness to serve office. If they cannot be present must submit their acceptance in writing.

Section 4. The Officers and Executive board Members shall be elected by majority vote by written ballot. Only members in good standing, with all dues and assessments paid, shall vote.

Section 5. If no nominations are made from the floor, then a motion can be made to have the Secretary, cast one ballot for the entire slate of Officers nominated.

Section 6. Absentee Ballots will be accepted from an individual member, only in cases of business, vacation or illness. The individual member must request the absentee ballot. The Executive Board must receive Absentee Ballots by the first of November. Returned Absentee Ballots will remain sealed until the time of elections.

ARTICLE IX EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the President, as Chairman, the Immediate Past President, Show Chair and all Present Officers, and six (6) Board members in good standing, elected by membership.

Section 2. The Field trip coordinator, webmaster and editor shall be named as ex-officio members of the executive board with advisory duties.

Section 3. No one member may hold more than one voting position simultaneously. If conditions dictate a member has more than one position; that member has only one vote.

Section 4. A Quorum to transact business at the Executive Board meetings shall be no less than seven (7) members of the Executive Board

Section 5. The Executive board shall transact all necessary business of the Organization by meeting at least once a month, at a time and place designated by the President, and such other business that may be referred to it by the membership. It shall authorize payment of all necessary bills.

ARTICLE X STANDING COMMITTEES

Section 1. There may be the following Standing Committees responsible to the Executive Board:

1. Field Trip Committee
2. Education Committee (Ambassadors in Mineralogy)
3. Promotion/Publicity
4. Program Committee
5. Junior Division
6. Membership Committee
7. Show Committee governed by Show Chairperson (s)
8. Refreshments
9. Librarian
10. Auction
11. Historian
12. Parliamentarian
13. Auditing Committee

ARTICLE XI PARLIAMENTARY RULES

Section 1. In all cases, except as herein provided for in these by-laws Robert's Rules of Order shall be the authority for the parliamentary proceedings of this body.

Section 2. The following Order of Business shall be observed as applicable at all Regular Meetings of the Rhode Island Mineral Hunters, unless waived by the members at a meeting:

Section 2a The Parliamentarian will be an advisory position on points of order.

1. Call to order.
2. Reading of the Treasurers report.
3. Reading of the Minutes of previous meeting and Minutes of previous Executive Board meeting by the Secretary.
4. Show Report.
5. Membership Chairperson's Report.
6. Field Trip Chairperson's Report.
7. Other Special Committee Reports.
8. Unfinished or Old Business.
9. New Business.
10. Announcements.
11. Program may precede the Business Meeting, or follow the Business Meeting.
1. Adjournment.

ARTICLE XII EXECUTIVE BOARD MEETINGS

Section 1. The following shall be the procedure of Officers and Executive Board

1. The President shall ascertain if a quorum is present and, if so, call the meeting to order. (see Article VIII section 4)
2. Reading of the Minutes of the previous Board Meeting by the Secretary.
3. Treasurer's report.
4. Committee Reports.
5. Unfinished or Old Business.
6. New Business.
7. Adjournment.

ARTICLE XIII AMENDMENTS

Section 1. Constitution/By-Laws may be amended in the following manner:

- 1a. Proposed Amendments must be announced to the membership two (2) months prior to the action to be voted upon. Announcement will be presented in the newsletter.
- 1b. Amendments to the Constitution/By-Laws must be carried by a two-thirds (2/3) of the members present at the general meeting.

RHODE ISLAND MINERAL HUNTERS INC. POLICIES

ARTICLE I FIELD TRIPS

Section 1. The Chairman of the Field Trips Committee shall appoint members to serve and organize Field Trips as required.

Section 2. On any trip, which requires an entrance fee to the quarry or mine, the member making the trip will pay all required fees, unless voted upon by membership.

Section 3. Members on Field Trips in general must observe all Rules and Regulations of Mines and Quarries and property owner's rights.

Section 3a Failure to comply with trip conditions could result in member being asked to leave said trip. Multiple issues could result in member losing field trip privileges for one year

Section 4. Neither the Club nor the quarry, nor the mine, nor private individuals can be held liable and/or responsible for any personal injury arising out of a club sponsored trip.

Section 5. Any member committing an irresponsible act, jeopardizing the personal safety of anyone, leading to the destruction of property, will become subject to disciplinary action by the Executive Board.

Section 6. Any member of the Organization acting individually in a manner detrimental to the Organization's interest will also be subject to the Executive Board review.

Section 7. Youngsters 17 years of age and under must be under the supervision of a parent, guardian or responsible adult (must be an active member) on any Field Trip.

Section 8. Should you leave the Field Trip early, notify the person in charge.

Section 9. Refill any deep hole you have dug. Watch for falling Rocks and for Overhangs.

Section 10. Wear suitable shoes (boots or rubbers, if needed). Bring safety goggles, hardhat, gloves, if needed, "Sun Hat" and first aid kits, water, cell phone (if available), bug spray and any other safety equipment pertinent to the Field Trip area.

Section 11. A First Aid Kit should be available and a person in charge of it. It should be returned to the field trip coordinator after the field trip.

Section 12. The Field Trip Leader shall be the last member to leave the site. Their duties shall be to ensure the site has been left as found and to lead all members in their trash removal. It is also important for the Leader to have a proper count of members to ensure that no members are left behind. If the Leader makes the decision to leave then all members are required to leave the site.

ARTICLE II SCHOLARSHIPS AND AWARDS

Section 1. The Club may present scholarship (s) per year to any member (s) in good standing who is actively pursuing a degree in geology/mineralogy/petrology or other related earth science programs. If only one member applies, the club may give a larger sum at the discretion of the Executive Board.

Section 2. THE RHODE ISLAND MINERAL HUNTERS, INC. SCHOLARSHIP DATA.
The Rhode Island Mineral Hunters, Inc. may grant scholarships under the following conditions and rules starting year 2003:

“Any student who wishes to benefit by a scholarship from The Rhode Island Mineral Hunters, Inc. must complete an application essay as to why said member should receive scholarship, to be sent to President no later than June 30th. This will appertain to the period from June 30th to June 30th of the following year.” He or she must be an ACTIVE MEMBER for a period of one year in The Rhode Island Mineral Hunters, Inc. Activity is perceived as: attending regular club meetings and /or participating in club activities and /or field trips.” (Member must attend 3 regular monthly meetings and three field trips. Working at the annual show constitutes one field trip)

Section 3. The BIRGER ANDERSEN AWARD shall be presented annually at the December meeting to any member for the best self-collected specimen found in Rhode Island or any Club sponsored field trip during that calendar year.

Section 4. The CECIL FOSTER AWARD shall be presented annually at the December meeting to any member for the best self-collected mineral specimen found outside of Rhode Island during that calendar year.

Section 5. The O. ALBERT JOHNSON FOUNDER’S AWARD shall be presented annually to a Club member who has done the most for the hobbies related to mineralogy/geology/lapidary/silversmithing

Section 6. The RALPH L. CARR, JR. AWARD shall be presented annually at the December meeting to any junior member for the best self-collected specimen found during that calendar year. The junior member is between the ages of 9 - 17 years. If the junior member cannot attend the meeting then his/her parents may bring in the specimen for judging.

Section 7. The SAL AVELLA “BEST SELF COLLECTED FOSSIL” AWARD presented to the member with the best fossil specimen collected in the past year

Section 8. The EUGENE REYNOLDS AWARD is to be presented annually to a Club member who has done the most for the Rhode Island Mineral Hunters, Inc. as a club and organization.

Section 9. The WILLIAM WILSON AWARD “Best of Show Theme” Award shall be presented annually at the December meeting to any member for the best self-collected specimen based on what that year’s Rhode Island Mineral Hunters’ Show Theme was; thus every year the specimen category would change.

Section 10. Science Fair Awards
State Level:

\$50 value in books and/or specimens, but not cash, (to be awarded at the discretion of Club members), who act as judges re: earth sciences at the State Science Fair.

For the above awards 3, 4 6, 7 and 9 the membership chooses a specimen winner from those specimens presented at the December meeting. Awards 5 and 8 members chosen for their contributions to the Rhode Island Mineral Hunters and to the field of rock collecting Voting is conducted by the membership filling out a written ballot. Each recipient is to receive an award bearing his / her name and date (year).

ARTICLE III DUES

Section 1. Family dues shall be \$20.00 per year. Single membership dues shall be \$15.00 per year. Dues are payable on January 1st of each year.

Section 2. Membership dues are applicable from January 1st to December 31st:

<u>Approval Period</u>	<u>Individual Dues</u>	<u>Family/ Man & Wife</u>
Jan. thru Dec.	\$15.00	\$20.00

If a membership is enacted during the Annual Show, said membership is valid until December of the following year.

Section 3. Members who have not paid their dues by March 1st will be automatically dropped from membership and shall be required to pay a full year's dues upon reinstatement.

Section 4. Any guest who attends meetings may not have voting rights, or a subscription to Bowen-Lite; they may have extra copies, if available at meetings.

ARTICLE IV POLICY CHANGES

Section 1. Policies of the club can be changed by a motion from the executive board and voted by simple majority (See Constitution By-Laws Article V section 2 for procedure to change dues amount)

(Constitution/By-Laws & Policies as revised in January 2013)