

AMV COMPUTER CLUB BY-LAWS

May 9, 2007 Amendments approved at 14 September 2011 Club meeting.

Article 1 - Duties of Officers

Section 1. The President shall be the presiding officer and shall have general leadership of the Club. The President may, with the concurrence of the Executive Committee, assign any member of the Executive Committee specific responsibilities beyond those identified in the by-laws. These responsibilities will be specified in writing, and may be modified as conditions require. Details of such responsibilities shall be referenced in and appended to the minutes of the meeting at which they are assigned/modified.

Section 2. The Vice President ~~will~~ shall act in the President's absence or incapacity and shall assist the President as requested.

Section 3. The Secretary shall keep minutes of the meetings and distribute copies to the Executive Committee. The Secretary shall maintain a list of the officers, their terms of office, and of the committees appointed by the President. The Secretary shall maintain the files of the Club and handle Club correspondence.

Section 4. The Treasurer shall receive all monies of the Club, protect the funds, and make such disbursements as directed by the President, or the Executive Committee. ~~The Treasurer shall collect all membership dues and maintain a list of active members.~~ The Treasurer shall keep records of all transactions and present a financial report at each Executive Committee meeting.

Section 5. ~~The Newsletter Editor shall edit, publish and distribute a Club Newsletter a minimum of nine times a year.~~

Article II – Dues

Section 1. ~~The annual membership dues~~ Annual membership dues, in an amount established by the Executive Committee, shall be due January 1 of each ~~year~~ year.

Section 2. Members not paying the annual dues (if any) by March 1, ~~will~~ shall be dropped from the membership list.

Article III-Financial Procedures

Section 1. The President and the Treasurer shall each have the authority to make single disbursements of up to \$100 of the Club's funds without prior approval of the Executive Committee.

Section 2. The treasurer is authorized to maintain a petty cash fund of no more than ~~\$100~~ \$250 for incidental expenses. All other monies ~~will~~ shall be deposited with the ~~CCAC~~ CCAV treasurer.

Article IV – Committees

Section 1. The Club shall establish standing committees as needed to provide services to the members and residents, including editing, publishing and distributing a Club Newsletter a minimum of nine times a year.

Section 2. Ad hoc committees shall be appointed as necessary.

Section 3. The President shall appoint all committees and their chairmen.

Section 4. The President, with the concurrence of the Executive Committee, may appoint various other positions including, but not limited to, Assistant Treasurer, ~~and Program Chairman~~ and Newsletter Editor. These appointments would run concurrent with the appointing President's term of office.

Article V - Meetings

Section 1. Regular meetings of the AMV Computer Club shall be held on the second Wednesday of each month from September to May subject to change and announcement by the Executive Committee.

Section 2. Additional meetings may be called as needed, subject to timely notice.

Section 3. ~~Thirty nine (39)~~ Fifteen percent (15%) (rounded down) of the Club membership shall constitute a quorum for the purpose of conducting the Club business.

Section 4. Club business actions must be approved by a majority of the members at the meeting.

Article VI - Amendments

Section 1. The Constitution or the By-laws may be amended by vote of the majority of the members present at a regular meeting, providing that a quorum is present and all members have been provided with a copy of the proposed amendment at least one week prior to the meeting.

These are the official By-Laws of the AMV Computer as adopted in 2007 and amended in 2011. Text deleted by the amendment has been shown in ~~strikethrough font~~, and text added by the amendment has been underlined.