

**BY LAWS OF THE CENTRAL FLORIDA  
MINERAL AND GEM SOCIETY, INC.**

ARTICLE I

NAME

The name of this organization shall be  
CENTRAL FLORIDA MINERAL AND GEM SOCIETY, INC.

ARTICLE II

OBJECTIVES AND POLICIES

Section 1- Objectives

The objectives of this club are:

- A. To stimulate interest in the collection, study, classification and preservation of mineral and gem specimens.
- B. To disseminate knowledge of lapidary work, collection and classification of gems and minerals and their application in the arts.
- C. To increase knowledge of the properties, identification and evaluation of the various gems and gem materials, minerals, ornamental stones, and other cutting materials,
- D. To encourage and facilitate the improvement in the art of cutting and polishing gems and other cutting materials.
- E. To arrange and conduct field trips to facilitate the collection of materials for study, cutting, polishing and display.

Section II – Policies

The policies of this Club are:

- A. To cooperate with other gem and mineral societies in fostering the interest of gem and mineral collectors and cutters.
- B. To provide opportunity and arrange for the purchase, exchange, exhibition and display of gems, gem material, mineral specimens, other art objects and handicraft.
- C. To do all other things deemed necessary and advisable to promote the foregoing objectives.

## ARTICLE III

### MEMBERSHIP

#### Section I

Membership shall consist of any person in GOOD STANDING who is willing to participate in the objectives of the organization, to work on committees and club projects and to subscribe to the By Laws of the organization.

#### Section II

Membership shall be acquired by submitting an application accompanied by dues in the amount stated in Article IV. Section I.

#### Section III - Classification of Members

- A. Active Member - One who maintains his dues and is willing to work on committees and other club projects and subscribe to the By Laws of the organization.
- B. Associate Member - One who is a member in good standing in another mineral and gem society, without the right to make motions or to vote.
- C. Life Time Member - A member who has remained in good standing for a total of 15 years or more would be exempt from annual dues.

## ARTICLE IV

### DUES

#### Section I

Every member of this club shall pay annual dues of \$18 for a single membership, \$16 per person for two joining at the same time, \$14 per person for three joining at the same time, \$12 per person for four joining at the same time and \$10 per person for five or more people joining at the same time. Fiscal year is January 1 through December 31 and club dues become payable October through December of each year. Members whose dues are not paid by January 31 of the new year will be dropped from the membership roster.

## Section II

Annual dues shall include membership in the Eastern Federation of Mineralogical and Lapidary Societies.

## Section III

Members in good standing only may be:

- A. Eligible for ribbons, trophies, or other honors in competitive exhibits.
- B. Nominated to hold office.
- C. Members of any committee.
- D. Allowed to vote in any election.

## ARTICLE V

### OFFICERS AND THEIR ELECTION

#### Section I - Titles

Officer's titles are: President, First Vice President, Second Vice President, Secretary and Treasurer.

#### Section II - Nominations

At the regular October meeting the President shall appoint a nominating committee consisting of five members, one of which being a member of the Executive Board. The First Vice President shall be automatically nominated for President. This Committee shall present its slate at the regular November meeting at which time nominations may be made from the floor providing the nominee is present or has given his consent.

#### Section III- Elections

- A. Election shall be by ballot if there is more than one nominee for an office. If there is but one nominee for an office the President may instruct the Secretary to cast a unanimous ballot for the nominee.
- B. Election of officers shall be held at the regular November meeting with the new officers taking office at the close of the December meeting. These officers shall serve for a term of one year.

#### Section IV – Vacancies

A vacancy in office shall be filled by an Executive Board appointment until the next regular election of officers. If an officer wants to step down from their position, they shall give one month written notice of their intention.

#### Section V - Re-election

Any officer may be re-elected as the organization desires.

### ARTICLE VI

#### DUTIES OF THE OFFICERS

##### Section I – President

He/She shall preside at all meetings of the organization and the Executive Board. Appoint all committees. Be an ex-officio member of all committees except the nominating committee, capable of signing all checks. Perform all duties usually pertaining to office.

##### Section II - First Vice-President

The First Vice President shall serve as aide to the President and perform the duties of the President in his absence. He/she will assist the incumbent until the end of the annual show. At that time he/she will become the Show Chairman. He/She will also be the Chairman of the nominating committee.

##### Section III - Second Vice-President

The Second Vice President shall be an aide to the President and serve in the absence of the First Vice President.

##### Section IV – Secretary

The Secretary shall keep an accurate record of all regular, called or Executive Board meetings. Conduct correspondence as directed by the club. Keep an up-to-date record of the Standing Rules and perform such other duties as delegated to him/her by the Executive Board. The Secretary and Treasurer are the committee for Public Relations and the Secretary shall be Public Relations Chairperson.

## Section V – Treasurer

The Treasurer shall be custodian of all Club funds, disbursing funds authorized by the Executive Board. The books shall be kept in order at all times, subject to audit. An Annual Report shall be made at the January meeting and at any other time upon request. The Annual Report shall be examined by an auditing committee which shall certify as to its correctness. The Treasurer and Secretary are the committee for Public Relations. The Treasurer shall be in charge of the Membership Committee and shall keep an accurate roster of members.

## Section VI - Executive Board

The Executive Board shall consist of the five elected officers, the immediate past President, the news editor or web master, the show chairperson and the field trip/activities coordinator and shall have such powers as noted by the Club and provided for in the Standing Rules. All meetings are open to the general membership with only executive board members having the right to vote.

## ARTICLE VII

### COMMITTEES AND THEIR DUTIES

#### Section I - Standing Committees

The standing committees of the Club shall be Membership, Show, Public Relations, Field Trip, and other committees as deemed necessary by the President.

#### Section II - Committee Appointments

The chairperson of all standing and special committees, except the Show Committee, the Public Relations Committee and the Building Fund Committee, shall be appointed by the President. The President may appoint a sufficient number of regular Society members to act with the Chairperson, or allow the chairperson to appoint his own committee members. The meeting place shall be selected by the chairperson of the different committees. The Show Chairperson shall be the First Vice President, the Public Relations Committee shall be the Secretary and Treasurer.

## ARTICLE VIII

### MEETINGS

#### Section I

Regular meetings will be held the third Tuesday of each month unless otherwise designated by the Executive Board. The Executive Board will meet before the regular meeting with the time being set at the discretion of the President. The Annual meeting will be held each November before the regular board meeting.

#### Section II

In the event of any change of meeting time, place, or date, that is of indefinite duration, the Secretary of the Eastern Federation shall be notified within thirty days.

#### Section III – Quorums

- A. A quorum shall consist of the majority of active members present at the meeting.
- B. Five shall constitute a quorum of the Executive Board.

## ARTICLE IX

### AUTHORITY ON PROCEDURE

#### Section I

Roberts Rule of Order, Revised, shall apply on all questions of procedure and parliamentary law not specified in these By Laws.

#### Section II

The Second Vice President shall act as Parliamentarian.

RESOLVED that the Standing Rules now in effect be revised and changed to the following as voted on by the Executive Board.

## STANDING RULES

### DUES:

Eastern Federation dues are payable in January and shall be paid with Club funds.

### MEETINGS:

The Executive Board meeting shall be held each month at the discretion of the President.

### OFFICERS AND THEIR DUTIES:

The newly elected Officers shall meet with the retiring Officers no later than two weeks after the election in order to receive the records of the office.

The Executive Board shall be the policy-making body of the corporation, subject to the ratification by the members and shall transact necessary business between regular meetings, approve plans of work of all committees, authorize budgets and payment of funds and submit monthly report of all it's activities to the membership.

### DELEGATES:

Delegates to National and Eastern Federation meetings shall be authorized by the Executive Board to represent the Club.

RESOLVED, that the Standing Rules now in effect be revised and added to in the following manner as voted on by the General Membership:

## ARTICLE X

### AMENDMENTS

#### Section I

The By Laws of this organization may be amended at any regular meeting by a two-thirds (2/3) vote providing the amendment has been submitted in writing and read at the previous business meeting.

Section II

Standing Rules may be amended at any regular business meeting by a majority vote of the membership present.

Section III

Each December, \$50.00 is to be sent to the AFMS Scholarship Fund in memory of all departed members for that year.

\_\_\_\_\_ President

\_\_\_\_\_ Secretary

Accepted:

Date: April 13, 1965

Revision Accepted:

Date: February 27, 1980

Edward Sail, President  
Marion Neal, Secretary

Revision Accepted:

Date: May 26, 1982

Charles Howlett, President  
Mary Merry, Secretary

Revision Accepted:

Date: May 26, 1983

James Suehr, President  
Veronica Lentz, Secretary

Amendment Accepted:

Date: August 22, 1990

Paul Retherford, President  
Joann Earnest, Secretary

Revision Accepted:

Date: March 18, 2008

Ski Ziolkowski, President  
Cathy Ziolkowski, Secretary

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History:

Adopted April 13. 1965; Revised November 24. 1972; Revised June 1973; Revised March 1975;  
Revised March 1978; Revised February 27. 1980; Revised May 26. 1982; Revised May 25. 1983;  
Amended August 22. 1990; Revised March 24. 1991; Revised April 2008.



