

TULE GEM AND MINERAL SOCIETY CONSTITUTION

Revised 1976 & May 5, 1986
Revised Oct. 5, 1992
Revised Dec. 5, 1994
Reviews Oct. 28/ Nov. 25. Tentative approval Nov. 25, 1996
General Meeting (minimum presentation) Jan. 6, 1997
Final Board presentation planned Jan. 27, 1997
General Meeting final presentation planned Feb. 3, 1997
Anticipated Effective Date: Mar. 1, 1997
Dec. 4, 2000
Revision Presented Feb. 1, 2009; Approved Feb. 2, 2010

ARTICLE I NAME

The name of this society shall be "TULE GEM AND MINERAL SOCIETY", and it shall be a member of the California Federation of Mineralogical Societies, and the American Federation of Mineralogical Societies.

ARTICLE II PURPOSE

1. To study and collect minerals.
2. To provide an opportunity for the exhibition and exchange of specimens and minerals.
3. To promote interest in the art of lapidary and earth sciences as well as the study and preservation of nature.

ARTICLE III CHANGES AND AMENDMENTS

No changes may be made in this Constitution other than those noted or made variable herein; except after written presentation to the Board of Directors at a regular meeting; with their approval; and a written notice (bulletin) to all members at least 15 days before final vote by the General Membership at a regular meeting of the Society.

ARTICLE IV OFFICERS

The officers of this organization shall be elected as follows:

1. *President*
2. *1st Vice President*
3. *2nd Vice President*
4. The numbers *1st* and *2nd* indicate the line of ascension to the presidency *for next year's slate of officers.*
5. *Designated Past President to be elected from a list of active past presidents.*

Should the President and others listed be unable to attend a Regular or Board Meeting, the President or a successor (as shown in 2, 3, and 5 herein) shall designate another Past President to preside. The above mentioned elected officers shall comprise the Executive Board. (Duties for all officers hereinafter shown).

Other elected officers are:

Treasurer	Recording Secretary	Auditor
Historian	Parliamentarian	CFMS Director
Alt. CFMS director	Club Director	Club Director

Committees to be appointed by the President as follows:

1. Administrative Committees.

Managing Editor- <i>Smoke Signals</i> Newsletter	Banquet
All American	Constitution and By-laws
Bureau of Land Management	Education
Custodian of Property	Hospitality
Exchange Editor	Membership
Librarian	Refreshments
Pins & Patches	Safety
Telephone – communications	Ways & Means
Sunshine	

2. Activities Committees.

AFMS/CFMS Scholarship	Anti-Litter
Field Trip	Local Scholarship

3. Gemboree and such other committees as the President may deem necessary for the smooth operation of the *Tule Gem and Mineral Society*. President may make changes in the appointed committees at any time. President may omit or not fill some of these committees or may combine them in the best interests of the *Tule Gem and Mineral Society*. (Grievance Committee is five members appointed by the Club Directors).

ARTICLE V. NOMINATIONS AND ELECTIONS

1. At the General Meeting of the Society each year in May three members shall be appointed to the Nominating Committee. The Board of Directors shall appoint two additional members at the May Board Meeting. At the next General Meeting the President shall select a chairperson from among the members selected.
2. The Committee shall report their findings to the General Membership at the November meeting.
3. Nominations may be made from the floor at the General Meeting.
4. The election shall be held at the December General Meeting and shall be by written ballot if there is more than one candidate for an office. If but one candidate for an office, a voice vote may be used.
5. The term of office shall be one year, March 1 to the last day of February the following year. Installation shall take place as soon after March 1 as possible. In the case the elected or appointed officer is unable to fill the position as hereinabove set forth, the person holding such position last shall continue until a new person is elected. (All books, papers, job descriptions, etc. shall be passed on to one's successor at the February meeting of the Board of Directors. All Officers and Committee Chairpersons are required to also submit a written report of the activities of their job to the incoming President at this time. Attendance at this meeting is mandatory unless the exchange of paper work has already been made.

ARTICLE VI. MEMBERSHIP/DUES/COSTS

1. Any person interested in the purpose of this Society as set forth in ARTICLE II, & sponsored by a member of this Society may become a member by paying the yearly membership fee and meeting the following conditions:
 - a. Upon approval by the Membership Committee and Board of Directors.
 - b. By subscribing to our Constitution and By-laws.
 - c. By subscribing to the AFMS Code of Ethics as amended and expanded by *Tule Gem and Mineral Society* and as printed herein.
 - d. After attending two monthly meetings (General or Board) or one monthly meeting and a field trip, or the equivalent as determined by the Board of Directors.
 - e. By paying the amount prescribed herein in the cost of a membership badge, (rounded to the next even dollar). Purchase of a Badge is mandatory. A 25 cent fine is assessed for not wearing the badge at regular meetings.
 - f. The purchase or use of a vest is voluntary. Material for vests is sold at our cost when we have material on hand.

2. There shall be four (4) classes of membership:
- A. Charter members shall be those who attended the organization meeting and qualified as active members before January 1, 1953. They pay no dues and may hold office and vote.
 - B. Honorary Life members shall be those allowed all privileges of the Society without payment of dues.
 - C. Active Adult members shall be 18 years of age or older; pay an annual membership fee AS DETERMINED ANNUALLY BY THE BOARD OF DIRECTORS and shall be eligible to hold office and vote.
 - D. Active junior members shall be 9 through 17 years of age; pay a yearly membership fee AS DETERMINED ANNUALLY BY THE BOARD OF DIRECTORS and shall be eligible to hold office and vote. Junior members must be accompanied by a parent or guardian and committee member at workshop, and by a parent or guardian at all other functions. TULE YEAR BOOK SHALL SHOW CURRENT MEMBERSHIP FEES. Additionally, The Board and/ or the General Membership may, in order to gain members, offer specials.
 - E. The Board of Directors is empowered, but not required; to establish and sponsor (as well as to disband) a Junior Committee of the *Tule Gem and Mineral Society*, which must subscribe to all parts of this Constitution and By-laws. The Board of Directors will appoint one Tule Member, who will have Board Member status, to set up and govern the operation of this Committee. The juniors may elect their own leaders under the supervision of the parent or guardian and the Tule Committee representative. They shall write a committee outline guide to assist their operation, All meetings shall include a parent or guardian and the Committee Representative assigned.

A safe meeting place and workshop shall be used and it is the duty of those appointed to see that this is done and to report to TGMS Board of Directors, Extra meetings of the Juniors may be held separately from the regular Tule Meetings.

They may set their own fees but only for necessities. They may schedule use of the workshop with a parent or guardian and the Tule Committee Representative. They may plan field trips so long as parents or guardian and Committee Representative also attend.

ARTICLE VII.

CODE OF ETHICS OF THE AMERICAN FEDERATION OF MINERALOGICAL SOCIETIES. (As amended and expanded).

All Tule Gem and Mineral Society Members and guests must subscribe to and follow this Code of Ethics and other rules enacted by the Society when on any trip, social function or other activity, sponsored, led by in any way associated with Tule Gem and Mineral Society.

1. "I will respect both private and public property and will do no collecting on privately owned land without the owner's permission."
2. "I will keep informed on all laws, regulations or rules governing collecting on public lands and will observe them."
3. "I will, to the best of my ability, ascertain the boundary lines of property on which I plan to collect."
4. "I will use no blasting material; nor will I use motorized or electrical tools in the pursuit of my hobby while collecting material."
5. "I will not display or use any firearms while on any Society sponsored trip, meeting, or other gathering, except in the defense of myself, my family and other rockhounds or friends present."
6. "I will cause no willful damage to property of any kind – fences, signs, buildings, etc. even though they may not appear to be of any value."
7. "I will leave all gates as found."
8. "I will build fires in designated or safe places only and will be certain they are completely extinguished before leaving the area. I will get a permit for campfires when required."
9. "I will discard no burning material – matches, cigarettes, etc."

10. "I will fill all excavation holes I or my companions have dug which may be dangerous to livestock or future visitors to the area."
11. "I will not contaminate wells, creeks, or other water supplies."
12. "I will cause no willful damage to collecting material sites and will take home only what I can reasonably use."
13. "I will support the rockhound project H.E.L.P. (help eliminate litter please) and will leave all collecting areas devoid of litter, regardless of how found."
14. "I will cooperate with field trip leaders and those in designated authority in all collecting areas."
15. "I will report to club or federation officers, BLM, or other proper authorities, any deposit of petrified wood or other material on public lands which should be protected for the enjoyment of future generations for public education and scientific purposes."
16. "I will appreciate and protect our heritage of natural resources and will take no living thing from its natural surroundings."
17. "If I take dogs or other pets on field trips, I will see that they are under my control at all times; that any offal is removed and properly handled; and that if my pet is sensitive to the presence of others or barks very much, I will endeavor to park my trailer, motor home or tent in such a way that neither my pet nor others of the group will be disturbed."
18. "I will observe the 'Golden rule'; will use good outdoor manners; and will, at all times, conduct myself in a manner which will add to the stature and public image of rockhounds everywhere and especially the Tule Gem and Mineral Society".

ARTICLE VIII. EXPULSION

1. Should the conduct or attitude of any member at any time be such as to be detrimental to the welfare of the group, such member may be expelled by a two-thirds vote of the General Membership present at a Regular Meeting.
2. Before such action may be taken, a written notice shall be given the member to appear before the Club Directors and/or Grievance Committee at a time and place to be designated, and to show cause why such action should not be taken.
3. Willful violation of this Constitution and By-laws and/or the Code of Ethics shall be deemed a good reason for expulsion.

ARTICLE IX. ORGANIZATION

1. EXECUTIVE BOARD

- A. President, First Vice President, Second Vice President, and the Designated Past President.
- B. The Executive Board is created to allow the handling of any emergency condition which cannot wait until the next meeting or the General Meeting. It will have the power to do anything necessary for the good of TGMS until the next Board of Directors meeting or the next General Meeting at which time any decisions made will be reviewed and approved, amended or cancelled as deemed fit.
- C. The Executive Board will help the President in planning the agenda of the Board of Directors meeting and the General Meeting in addition to any other duties which they may have.

2. The Board of Directors

- a. The President presides over the meetings of the Board of Directors.
- b. The Board of Directors consists of all officers, both elected and appointed and the chairperson of all committees.
- c. The Board hears reports from the different committees; takes what action is deemed necessary; handles financial problems of under five-hundred dollars (\$500.00); and refers higher expenditures to the General Meeting. A quorum of 1/3 of voting members is required.
- d. Board Meetings are usually held the last Monday of the month except for months where holidays interfere. List is given in the YEAR BOOK.

3. The General Meeting
 - a. The President presides over the General Meeting and presents the agenda; each item, in turn.
 - b. President and committee members inform the general membership of what items were brought up in the Board Meeting and the action taken.
 - c. Items are brought for discussion even though they may have already been decided in the Board Meeting.
 - d. General Membership may disagree with the decisions of the Board and make changes in items already decided by the Board.
 - e. General Meetings are held the first Monday of each month at 7:30 PM except when holidays interfere. List is given in the YEAR BOOK.

ARTICLE X DUTIES -- (Brief description. See Addenda)

1. The duties of the officers shall be as follows:
 - A. The president shall preside at all meetings; shall be an ex-officio member of all committees except the nominating and grievance committees; shall appoint chairpersons of standing committees; may call a special meeting of the Executive Board and/or the Board of Directors any time deemed necessary; shall perform such other duties as may be required by the office.
 - B. The first vice president shall preside at all meetings in the absence of the president; be president for the unexpired term in case of a vacancy in that office; be chairman of the program committee; and perform such other duties as may be required by the office.
 - C. The second vice president shall preside at all meetings in the absence of the president and first vice president; be first vice president should a vacancy exist in that office; be president should a vacancy exist in both offices; may be assigned other jobs by the President or Board of Directors.
 - D. The Designated Past President has no assigned duties except serving on the Executive Board to assist in any emergency situation and/or to assist in planning for meeting agendas.

All of the following officers should take to themselves suitable assistance in the performance of their duties. A detailed explanation of the jobs of each elected and appointed officer and committee-person, as approved by the Board of Directors, shall be maintained in the Operating Manual of that office and also be a part of this document as a separate section (but may be changed without changing the entire Constitution)

All Officers and Committee Chairpersons shall present a written report annually at the February Board Meeting at which time all information and reports shall be turned over to the successor who will hold that office for the next year.

- E. The Managing Editor shall be in charge of compiling, editing, and publishing in a bulletin all available information pertaining to the activities of the Society.
- F. The Show Manager shall coordinate all activities pertaining to the annual show.
- G. The Recording Secretary shall keep an accurate record of all meetings; attend to correspondence (when no Corresponding Secretary is appointed) and perform all other duties as may be required by the office.
- H. The Corresponding Secretary shall send out notices of Board Meetings and Field Trips as needed; shall inform committees of their appointments, and conduct such correspondence as shall be delegated by the President.
- I. The Treasurer shall collect fees and dues; take care of the financial matters of the Society; and perform such other duties as may be required of the office.
- J. The Historian shall collect and preserve all important data and prepare a written report of the year's activities.
- K. The Auditor shall audit the books following installation, and render a written report at the same time as the standing committee reports are given.
- L. The Parliamentarian shall attend all meetings and give instruction in parliamentary procedure when requested.
- M. The Federation Director shall represent our Society at Federation meetings; the Alternate Federation Director shall serve in the absence of the Federation Director.

- N. The two Club Directors shall serve as liaison officer between Club Members and the President, any Officer or Board of Directors. They may appoint a Grievance Committee to solve a problem (for each problem separately) if they find themselves unable to mediate differences arising among the members. Said Committee shall consist of five (5) members, other than themselves, and shall not include the President, First or Second Vice Presidents; or any participant on either side of the dispute. Their decision is final and must be submitted to the Board of Directors in writing with no mention of how any of the five members voted or what was discussed.

2. Administrative Committees & Duties

(It is the responsibility of each Committee Chairperson to take to themselves suitable assistance in the performance of their duties.) A detailed explanation of duties for all committees approved by the Board of Directors shall be maintained in the Operating Manual of each committee and shall also be part of this document.

- A. Banquet Committee provides for the annual banquet and installation of new officers in conjunction with the incoming President. They shall set the time and place it will be held; arrange for a caterer; actually help with set up; plan the agenda of the meeting; arrange for installation ceremony; set and publish the cost of the meal, etc.
- B. Bureau of Land Management Committee disseminates information regarding the most recent legislation concerning BLM lands, particularly rock hunting areas. If at all possible, attends meetings of BLM concerning legislation affecting the rockhound hobby.
- C. Constitution & By-laws Committee sees that a copy of the Constitution and By-laws is in the hands of every member. Keeps copy up to date and at hand at all meetings; has additional copies made when requested to do so by the President; sees that members are furnished with changes and amendments. Investigates proposed changes and reports them to the President and Board of Directors with the committee recommendations. Keeps a supply on hand to give to new members. At least once annually, at the discretion of the President, reads the entire document to the assembled General Meeting.
- D. Custodian of Property stores property of the Club, including display cases, but is not responsible for the transportation or repair thereof. Club property refers to any material stored in the Club Trailer, the Workshop (including all equipment therein) that may from time to time be stored elsewhere. An inventory checked frequently is required. Removal of any club property must be cleared with the Board of Directors and must be returned as soon as possible after designated use. Reports any damage or other problems to the Board of Directors.
- E. Education Committee provides a program of about ten minutes duration for the General Meetings on subjects related to our hobby.
- F. Hospitality Committee greets and registers members and guests at the General Meeting of the Society, plus annual picnic and barbeque. Provides badges for guests.
- G. Membership Committee distributes membership application blanks to all members; receives completed applications from the sponsoring member; submits the proposal to the Board of Directors with the Membership Committee report. Advises the sponsor of the Board action. If membership is granted, provides for the proper induction, indoctrination, and presentation of a slab of good material. Sees that delinquent members are properly reinstated.
- H. Refreshment Committee provides refreshments (at Club expense) at each General Meeting.
- I. Telephone Communications Committee notifies all area members of change of plans or of an emergency not practical for the Bulletin. Such communications must have the approval of the President, a Vice president, or the appropriate Officer.
- J. Sunshine Committee sends cards to members when they are ill at home. If hospitalized, a plant or other suitable gift is presented. When a member is deceased, a suitable memorial is made. Congratulations cards are sent to new parents or grandparents, and other applicable circumstances.
- K. Ways & Means Committee provides prizes, sells tickets, and conducts a drawing at each General Meeting of the Society. Prizes should be of a type a rockhound can successfully use in his hobby. Funds are advanced to this committee under provisions

of Article XIV 1 a (2) of the Constitution. This is not intended to be a profit-making activity.

3. Activities Committees

(It is the responsibility of all Committee Chairpersons to take to themselves suitable assistance in the performance of their duties). A detailed explanation of duties for all committees approved by the Board of Directors shall be maintained in the Operating Manual of the Committee and shall also be a part of this document.

- A. AFMS/CFMS Scholarship Committee collects funds contributed by this Society for AFMS/CFMS Scholarships. Accounts for and transmits these funds to the Treasurer. Makes reports to the membership. Also collects coupons and stamps for club sponsored projects, if requested.
- B. Anti Litter Committee selects the location, date, and directs a litter clean up event at least once a year. Promotes anti litter practices at all Society events.
- C. Field Trip Committee plans trips, dates for trips and leads all field trips for the purpose of collecting material for our hobby. Informs members of material to be collected, type of camp to be established and facilities available. Informs and enforces good safety and sanitation practices. Maintains a register of all members and guests on each field trip. Reports each trip (both before and after) to the Managing Editor of the Bulletin.
- D. Local Scholarship Committee administers a program to award earth science scholarships to students in the local area.
- E. Gemboree Committee will secure venue for third week-end of January.

When any Officer or Chairperson fails to attend three consecutive meetings without reasonable excuse, the Board of Directors may declare such office vacant and fill any vacancies.

ARTICLE XI. DUES

1. Dues are payable by March 1st and considered delinquent if not paid by March 31st. If not paid by March 31st names will not appear in the Year Book and they will receive no bulletins after the April issue.
2. New Member's dues shall be pro-rated on a quarterly basis beginning on the first of the next quarter after approval by the Board of Directors. The quarters shall start on March 1st, June 1st, September 1st, and December 1st.
3. Dues may be changed by recommendation of the Board of Directors and approval of the membership at the General Meeting following presentation of the proposed changes. (No change is necessary to the Constitution).

If a former member has been out of the Society for a full year or more, he/she may be reinstated by paying the current year's dues.

ARTICLE XII. FINANCES

1. Expenses.
 - A. Annually, at the March Board of Directors meeting, the newly elected and appointed Board shall adopt a resolution specifying the purpose and the amount of funds to be advanced to the officers and committee chairmen for the ensuing fiscal year. The Treasurer shall pay bills he/she deems appropriate with expenditures to be ratified at the next Board Meeting.
 - (1) Program Chairman to meet expenses of providing programs at the monthly Society meetings.
 - (2) Ways & Means Chairman in order to provide a revolving fund to purchase items for the drawings at Society meetings.
 - (3) The Federation Director to defray expense in attending meetings of CFMS.
 - (4) Other Officers and Committees as the Board shall determine in order to conduct the affairs of this Society.

- B. Amounts exceeding established revolving funds shall be deposited with the Treasurer for deposit in the proper fund of this Society.
- C. Appropriations for each item in the resolution shall not exceed two hundred dollars (\$200).
- D. The resolution may be amended any time during the year at any Regular or Special Board of Directors Meeting.
- E. Any Board recommendation to increase the limitation of two hundred dollars (\$200.00) for items in the resolution must be approved by the Society Membership.
- F. There shall be no expenditure of funds without approval of the Board, except as otherwise provided herein.
- G. There shall be no capital expenditure by the Board in excess of two hundred dollars (\$200.00) without prior approval of the Membership of the Society.
- H. Show expenses are to be authorized by the Show Chairman prior to submission to the Board of Directors for approval.

2. Income

- A. Most of Tule Gem & Mineral Society income comes from dues of members at the rates shown herein.
- B. Other income is from the Annual Gem Show where time and materials are donated by the members for all but supplies and actual gain is minimal.
- C. Other income could be derived from other activities permitted in this Constitution and by rules laid down for "Non-profit" organizations.

BY-LAWS

SECTION 1

This Society at no time shall endorse or recommend any candidate for political office, nor shall politics or political candidates be discussed during the meetings. Also, no religious discussions shall be permitted during the meetings.

SECTION 2

No part of the funds of the Tule Gem and Mineral Society shall inure to the benefit of any private individual or member. In the event of the dissolution of this Society, its assets shall be turned over, at the discretion of the Board of Directors, to (1) another gem & mineral society, preferably in our own area; (2) the State of California for educational purposes; (3) or to a non-profit association or corporation, for educational purposes, preferably in earth sciences.

SECTION 3

No funds shall be solicited from members of the Society during the meetings except to support authorized Society functions. Any suggestions or propositions made during any meeting of the Society calling for expenditure of money for other than regular obligations shall be referred to the Board of Directors.

SECTION 4

These By-laws may be altered or amended at any regular business meeting of the Society by a majority vote of the members present, subject to the provisions of Section 5 of these By-laws.

SECTION 5

No Amendment shall be put to a vote unless written notice shall have been furnished to each member at least 15 days prior to the meeting at which time the amendment is to be voted upon. (*Tule smoke Signals*).

SECTION 6

By-laws may be altered or amended at any regular business meeting of the Society by a majority vote of the members present, subject to the provisions of Sections 5, and 7 of these By-laws.

SECTION 7

Any By-law may be suspended at any meeting of the Society by the unanimous vote of all members present.

END