

BY-LAWS OF DALLAS GEM AND MINERAL SOCIETY
AMENDED & REWRITTEN

Section 1.01 The name of this corporation shall be Dallas Gem and Mineral Society, Inc.

Section 1.02 The principal offices and meeting place shall be located in the Metropolitan area of the City of Dallas, Texas.

ARTICLE II

Section 2.01 The purpose of the Corporation is:

- (a) To promote interest, knowledge and skill in the lapidary art and in the art of metal-working embodying the use of polished gem and minerals when appropriate.
- (b) To promote interest in the collection and study of rocks and minerals, to increase knowledge of geology and related earth sciences, and including the holding of an annual show.
- (c) To promote fellowship and cooperation, the sharing of common interests and a better public understanding of the activities of members.

ARTICLE III

BOARD OF DIRECTORS

Section 3.01 The general supervision over all affairs, activities, business and properties of the corporation shall be vested in a Board of Directors, which shall consist of the President, First Vice-President, Second Vice-President, Secretary and Treasurer, who shall be elected at large from the membership, and a Sixth Director, who shall be elected by the membership, but who shall have been a member of the retiring Board, or if not feasible, a member of a former Board. In addition to the above named officers, the Board of Directors shall include the Publications Chairman and Show Chairman, the latter two members being appointed by the President with the unanimous approval of the six elected members of the Board of Directors. Five members of the Board shall constitute a quorum for the transaction of business. Parts of this section may be superseded under Section 10.02.

- (a) The previous year's officers are encouraged attend the January Board meeting with the newly installed officers, for the purposes of assuring continuity of operation.
- (b) Expenditures may be made for travel expenses for approved representatives to attend official functions such as, but not limited to, South Central Federation Meetings, Newsletter or Web editor conferences, and other official functions as approved by the board. The official representative, the amount of the expenditure, and/or the specific expenses to be covered shall be approved prior to attendance at the function.
- (c) A show budget for the Dallas Gem and Mineral Society annual show shall be presented by the show chairman at the February board meeting, to be approved no later than the March board meeting.
- (d) A club operating budget shall be presented to the board by the club president at the February board meeting, to be approved no later than the March board meeting.
- (e) Expenditures in excess of approved amount for any budget category must be voted on and approved by the board of directors prior to said expenditure being made.

As amended and passed at a general meeting on April 21, 2009.

ARTICLE IV
MEMBERSHIP

Section 4.01 Any individual who is interested in the purpose of the corporation and who is willing to abide by the Articles of Incorporation and these By-Laws shall be eligible to membership by attending a meeting and completing an application for membership.

- (a) Any former member in good standing may be reinstated to membership by filling out an application for membership (if one is not on file) and payment of dues, providing no formal objections have been filed with the Board.

Section 4.02 There shall be five types of membership.

- (a) **Regular membership** – Regular membership shall be open to any individual 16 years of age or older, who shall be approved by a majority of the members present at a regular meeting of the membership.
- (b) **Honorary membership** – An Honorary membership may be conferred upon any person who has demonstrated a high degree of experience in the science of gemology, mineralogy and related earth sciences, and who has rendered noteworthy service to this organization. Such members shall be recommended by the Board of Directors and shall be approved by a majority vote of the membership.
- (c) **Junior membership** – Junior membership shall be open to any individual under the age of sixteen (16) years of age. Junior members shall not be eligible to vote nor hold office in this corporation.
- (d) **Associate membership** – Associate memberships are for those who desire only to receive the Rok-Tok to stay up dated on the club. These members are not entitled to vote, use the shop facilities, nor participate in other club activities, but may attend meetings and rock swaps. *As amended and passed at a general meeting on April 21, 2009.*
- (e) **Family membership** – Family Membership shall be open to any family (father, mother, sons, daughters, and grandchildren living under one roof), who shall be approved by a majority vote of the members present at a regular membership meeting. Each family is entitled to two (2) votes maximum. Family members under the age of sixteen (16) shall not be eligible to vote or hold office in this corporation.

ARTICLE V
DUES AND FEES

Section 5.01 The annual dues shall be payable to the Secretary on January 1st of each year. Members who have not paid by March 1st will have shop privileges cancelled and will not receive the club newsletter. Members not paid by June 1st will be dropped from club membership and must reapply as a new member according to Article IV of these By-Laws. Regular and family membership includes the cost of one name tag. Memberships and renewals shall be paid to Club Secretary at regular DGMS meetings or mailed to DGMS, PO Box 742033, Dallas, TX 75374-2033. No membership or renewals will be accepted at the Club Shop. Annual dues are as follows:

Regular initial membership	\$20.00	Regular renewal membership	\$20.00
Family initial membership	\$30.00	Family renewal membership	\$30.00
Junior membership	\$ 6.00	Associate membership	\$12.00

Regular and family membership includes the cost of one name tag. Membership dues shall be 50% of current dues for new members elected to membership after September 1st. Honorary members shall be exempt from membership dues and shop fees. *As amended and passed at a general meeting on April 21, 2009.*

ARTICLE VI **MEETINGS**

Section 6.01 The membership shall hold regular monthly meetings on a day selected by the majority of the members and a place selected by the Board of Directors. At the discretion of the membership, the three summer meetings may be omitted. *As amended and passed at a general meeting on April 21, 2009.*

Section 6.02 Special meeting of the membership may be called by the President, or in the President's absence, by a member of the Board of Directors.

Section 6.03 For the purpose of conducting the business of the membership, two officers and one fourth of the voting members in good standing shall constitute a quorum and, unless otherwise specified by these By-Laws, all actions shall be approved by a majority of the members present. Absentee or proxy votes will not be recognized.

Section 6.04 The meeting of the membership held in November each year shall be designated as the annual meeting. *As amended and passed at a general meeting on April 21, 2009.*

Section 6.05 The normal order for each regular meeting shall be:

- (a) Reports of Committees
- (b) Unfinished business
- (c) New business
- (d) Programs
- (e) Adjournment

Section 6.06 All questions not covered by the Articles of Incorporation or by these By-Laws shall be governed by "Robert's Rules of Order".

ARTICLE VII **ELECTION OF OFFICERS**

Section 7.01 The elected officers of the corporation shall be a President, a Vice- President, a Second Vice-President, a Secretary, a Treasurer and a Sixth Director (said Sixth Director to be a member of the retiring Board, or if not feasible, a member of a former Board). These officers shall be elected annually by the general membership at the regular November meeting. *As amended and passed at a regular meeting on April 21, 2009.*

Section 7.02 A nominating committee of three members shall be named no later than the September meeting to recommend a slate of officers for the ensuing year. The President shall appoint one member of the committee and the remaining two members are to be elected from the membership; not more than one of said committee shall be a Board member. The nominating committee shall obtain the consent of each candidate before offering their nomination to the membership at the November meeting. Nominations may also be made from the floor. *As amended and passed at a general meeting on April 21, 2009.*

Section 7.03 The election of officers will be held at the November meeting. The installation of the new officers will immediately follow their election at the November meeting, with officers taking office on the day following the **first** day of **January** or the day following their election if the meeting occurs after the end of the annual show. *As amended and passed at a regular meeting on August 12, 1993. As amended and passed at a general meeting on April 21, 2009.*

Section 7.04 A vacancy in the office of the President shall be filled by the Vice-President. A vacancy in the office of the Vice-President shall be filled by the Sixth Director. The office of the Sixth Director shall be filled by a vote of the membership in accordance with the provisions of Section 7.01.

ARTICLE VIII **DUTIES OF ELECTED OFFICERS**

Section 8.01 President-The President shall preside at all meetings of the membership and of the Board of Directors, and shall have general supervision over affairs of the corporation. At the February meeting, the President shall appoint the Chairmen and members of the regular committees named by these By-Laws, and from time to time, appoint such other committees as may be required, and shall serve as an ex-officio member of such committees. By and with the approval of the Board or the membership, the President shall make and execute all contracts or instruments for and on behalf of the corporation. A club operating budget shall be presented to the board by the club president at the February Board meeting, to be approved no later than the March Board meeting. *As amended and passed at a general meeting on April 21, 2009.*

Section 8.02 Vice President-The Vice-President shall be Chairman of the Program Committee. In case of the President's absence or inability to act, his duties shall be performed by the Vice-President. In the absence or inability of the Vice-President to so act, the Secretary shall call the meeting to order and preside until the election of a Chairman Pro-Tem, which shall take place immediately.

Section 8.02a 2nd Vice President-The 2nd Vice President is in charge of all affairs of the shop. In charge of assigning all supervisors' shifts and duties, any changes made to the Shop By-Laws, appointment of the Shop Secretary, etc. The 2nd Vice President is also responsible for keeping an accurate inventory at all times of all club property, together with its location. Such inventory shall be updated annually at the end of each annual show and at the end of each club year. This list and inventory will be presented at the end of the year for audit by the audit committee. A copy thereof shall be put with the permanent club records. *As amended and passed at a general meeting on April 21, 2009.*

Section 8.03 Secretary-The Secretary shall keep the records of the meetings of the membership and of the Board of Directors and shall have custody of the corporate records and other papers. The Secretary shall maintain an up-to-date record of active members, conduct the official correspondence of the corporation subject to the general supervision of the President, and perform such other duties as may be assigned from time to time by the Board.

Section 8.04 Treasurer-The Treasurer shall receive, properly care for, and disburse all funds of the corporation as directed by the Board of Directors. The Treasurer shall maintain adequate records and accounts in books belonging to the corporation and shall make a report at the annual meeting or upon request of the President of the Board of Directors. The Treasurer must prepare and file all reports required by State and Federal law. The Treasurer shall keep a bank account in the name of the corporation and all checks shall be signed by two officers of the Board. The Treasurer shall prepare and submit the books for an audit following the January meeting and they shall be presented to the Audit Committee at the February Meeting. *As amended and passed at a general meeting on April 21, 2009.*

Section 8.05 Sixth Director-The Sixth Director shall be a member of the Program Committee.

ARTICLE IX
REGULAR COMMITTEES

Section 9.01 The President shall appoint the following regular committees and may, from time to time appoint such other committees as may be necessary.

- (a) Program Committee – The Vice-President shall be Chairman of the Program Committee. Members of the committee shall consist of the Fifth Director and other members appointed by the President. The Program Committee shall provide and arrange suitable programs and should endeavor to plan the programs for at least three meetings in advance and have substitute programs available in the event a scheduled program must be canceled.
- (b) Publications Committee – The Chairman of the Publications Committee shall be appointed by the President. The Chairman of the other regular committees shall be member's ex-officio and they shall provide the Publications Committee Chairman with timely notices of future events for inclusion in the monthly publication for the membership. The Publications Committee shall prepare and mail or cause to be mailed a monthly news bulletin devoted to the affairs of the membership at least one week prior to each meeting.
- (c) Field Trip Committee – The Field Trip Committee shall plan and conduct field trips or excursions to gem and mineral locations or other places of general interest.
- (d) Membership – The Membership shall seek to expand the membership, extend hospitality to visitors, and maintain contact with potential members. The committee shall contact members by telephone at the request of the President or Board of Directors to provide notification of special meetings or for other reasons. *As amended and passed at a general meeting on April 21, 2009.*
- (e) Property Chairman – The Property Chairman shall keep an accurate inventory at all times of all club property, together with its location. Such inventory shall be updated annually at the end of each annual show and at the end of each club year, such list and inventory to be presented at the end of the year for audit by the audit committee. A copy thereof shall be put with the permanent club records.
- (f) Audit Committee – The Audit Committee shall consist of three members in good standing appointed no later than the January regular meeting. Such committee shall meet prior to the March regular meeting each year to review and approve the financial records of the corporation. Summary of the audit should be presented at the March general meeting. *As amended and passed at a general meeting on April 21, 2009.*

ARTICLE X
SHOWS AND PROJECTS

Section 10.01 The Show Chairman shall present the show budget to the Board of Directors for approval before presenting it to the members for approval at the February meeting. Other projects shall be presented to the membership for approval by the Board of Directors or a duly appointed Chairman. *As amended and passed at a general meeting on April 21, 2009.*

Section 10.02 Only in the event of a Federation or National Show will the appointments covered by this Section supersede the appointment of an annual Show Chairman as set forth in Section 3.01. *As amended and passed at a general meeting on April 21, 2009.*

ARTICLE XI
CORPORATE FUNDS

Section 11.01 All funds received by the corporation shall be forthwith deposited into a bank account maintained in the name of the corporation, the bank being selected by the Board of Directors.

Section 11.02 All withdrawals from the bank account shall require the signatures of two officers of the Board. Expenditures in excess of approved amount for any budget category less than \$1,000 must be voted on and approved by the Board of Directors prior to said expenditure being made. No withdrawal or disbursement in excess of \$1,000 with approval from the Board shall be made without the approval of the membership. Shop expenses are exempt from this Article. (Refer to Workshop By-Laws) *As amended and passed at a general meeting on April 21, 2009.*

Section 11.03 All funds or property accruing to the corporation shall be utilized to further the purposes of the corporation and, in the event the corporation shall be dissolved, the remaining funds and assets of the corporation shall be donated to the Dallas Gem and Mineral Society Scholarship which is being administered by the University of Texas at Dallas.

ARTICLE XII **MISCELLANEOUS**

Section 12.01 The fiscal year of the corporation shall be from January 1st to December 31st, inclusive.

Section 12.02 The Corporation may affiliate or cooperate with, or become a member of, any sectional, regional or national organizations having similar aims and purposes upon the approval of the majority of the membership present at a regular scheduled meeting. *As amended and passed at a general meeting on April 21, 2009.*

Section 12.03 The corporation and membership may, so far as is practical, sponsor junior organizations or members of junior organizations having similar aims and purposes and whose members are less than sixteen years of age.

Section 12.04 Expulsion or suspension of members for conduct prejudicial to the general welfare of the corporation may be made upon petition to the Board of Directors. After the complaint has been investigated by the Board of Directors, and such member has had an opportunity to be heard by the Board, the Board shall, if deemed desirable and necessary for the general welfare of the membership, or if requested by such member, report to the membership at a regular scheduled meeting the circumstances of the complaint. Final action on the expulsion or suspension of the member shall be taken by a vote of the membership in attendance at said meeting.

ARTICLE XIII **AMENDMENTS**

Section 13.01 Amendments to these By-Laws may be made by a vote of the membership representing a majority of all members in attendance and in good standing at a general meeting of the membership where notice has been given of the amendments to these By-Laws in writing in the club newsletter the month prior to the general meeting when the vote will be held. The above Revision of By-Laws approved and adopted on April 21, 2009.