

BYLAWS OF I.A.D.C.C.T. CHAPTER SOUTHERN STARS 1991 (Updated September 2012)

ARTICLE 1 NAME

This organization shall be known as the Southern Stars chapter of the International Association of Duncan Certified Ceramic Teachers, incorporated under the laws of the state of Ohio.

ARTICLE 2 PURPOSE

The specific and primary purpose is to establish communication among certified Duncan Teachers to share and benefit by the experiences of others, to suggest and implement ways of being of service to local, charitable organizations and institutions, to establish and maintain ethical business practices and to elevate the level of ceramic education..

ARTICLE 3 MEMBERSHIP

Section 1- Qualifications. Membership is limited to those who have completed the Duncan Certification program and have received a Certified Duncan Teacher Certificate.

Section 2- New members shall be enrolled upon receipt of the membership fee and verification of certification or verification of IADCCT membership.

Section 3- Any member may withdraw from the organization after fulfilling all obligations to it by giving written notice of such intention to the Secretary of the organization. Membership shall automatically terminate upon failure to pay dues within the thirty (30) days after dues become payable. Membership may be terminated for cause by unanimous vote of the Board of Directors or a 2/3 (two third) vote of the membership in attendance at any regular meeting

A person being a member of the Chapter who mismanages or misconducts the affairs of the association or who otherwise misrepresents the Chapter may have their membership terminated by a unanimous vote of the Board or 2/3 vote of the membership.

SECTION 4 – HONORARY MEMBERSHIP

Application for Honorary membership must be submitted to the Board of Directors by a member through a nomination petition. Upon review and approval by the board, the application will be submitted to the general membership for approval at the next meeting.

ARTICLE 4 FISCAL YEAR

The fiscal year of the chapter shall begin on the first day of January and end on the last day of December each year.

ARTICLE 5 DUES

Section 1- Annual Dues. The officers of the chapter shall determine the annual dues after a review of the financial status of the chapter.

Section 2- Dues shall be payable between the 15th day of October and the first day of December. Any member who has not paid their dues by the 31st of December shall be declared un-financial, thereupon terminated automatically.

Section 3- Default and Termination of Membership. When any member shall be in default in payment of dues for a period of 30 (thirty) days from the day that dues become payable, his/her membership shall be thereupon terminated automatically.

ARTICLE 6 MEETINGS

Section 1- Chapter Meetings. The Board of Directors will determine the time and place of chapter meetings.

Section 2 - Special meetings shall be called by the Board of Directors at the request of 25% of the local membership as such time and place as they deem necessary. Only that business of which notification is given shall be conducted at a special meeting (Committee or Chapter)

Section 3- Notice. Notice of all chapter meetings shall be given at least 30 (thirty) days prior to such meeting by notice in the newsletter, via fax, via electronic media, or mailed notice to member at last known address.

Section 4- Attendance at all meetings shall be limited to all IADCCT members in good standing. Guests may attend with approval of the Board of Directors.

Section 5- Voting. Each member in good standing shall have one vote.

Section 6- A quorum for a meeting shall consist of at least 5 members in good standing. If within 30 (thirty) minutes after the appointed meeting commencement time a quorum is not present urgent business may be conducted and all motions and decisions be ratified when a quorum is obtained or at the next corresponding meeting.

ARTICLE VII – EXECUTIVE BOARD (BOARD OF DIRECTORS)

SECTION 1 – MEMBERS

The property, affairs, activities and concerns of the organization shall be vested in the Board of Directors consisting of all elected officers. Members must be of legal age to serve as a Board member.

SECTION 2 – PERFORMANCE OF DUTIES

The elected members of the Board of Directors shall on taking office immediately enter into the performance of their duties and shall continue in the office until their successors shall be duly elected and installed.

SECTION 3 – DUTIES OF THE DIRECTORS: The Board of Directors may:

1. Hold meetings at such time and place as it deems proper.
2. Carry on correspondence and communicate with members and other associations and organizations
3. Employ agents: and
4. Devise and carry into execution such other measures as it deems proper and expedient to promote the objects of the organization and to best protect the interests and welfare of the members.

SECTION 4 – QUORUM

At least 2/3 of the voting members of the Board of Directors shall constitute a quorum. In the absence of the Chairman of the Board of Directors the quorum present may choose a temporary chair for the meeting.

SECTION 5 – VACANCIES

Whenever any vacancy occurs on the elected Board of Directors by death, resignation or otherwise, a special meeting of the remaining Board of Directors shall be promptly called for the purpose of electing a replacement by the plurality of those voting, the person so chosen shall hold office until the end of the term of office.

SECTION 6 – REMOVAL

Members of the organization may petition the Board of Directors for a vote by ballot on the removal of any board member. Said petition shall be signed by 50% (fifty) of the members and shall be presented to the Chairman of the Board and the Secretary.

SECTION 7 - OFFICERS

Officers shall be the currently elected officers with the President serving as the Chairman of the Board. The Chairman of the Board shall preside at all Board meetings.

SECTION 8 – APPOINTED BOARD ADVISORS

The Parliamentarian shall be appointed by the President and confirmed by the Board. The parliamentarian shall have all the right and privileges of membership, including a voice, except the privilege of vote.

ARTICLE 8 OFFICERS

Section 1- Officers. The elected officers of this chapter shall be President, Vice President, Treasurer and Secretary.

Section 2- The general membership shall elect the President, Vice President, Secretary and Treasurer for a term of 2 (two) years by mail ballot following the meeting in which nominations are made. The term of office shall correspond with the term of office set forth by IADCCT. The nominating committee shall present a slate of candidates at a meeting. Nominations may be made from the floor or by a petition signed by 10 (ten) members. Said petition is to be received by the Secretary no later than August 31st. Ballots shall be distributed to members no later than September 30th of the election year and returned by the date specified on the ballot as determined by the Board of Directors to facilitate IADCCT's election reporting requirement. The candidate receiving the plurality of votes for that office shall be considered elected and will be installed prior to January. In the event when only one nominee per office is running, thus effecting the election by unanimous consent or "acclamation". No member shall be eligible to serve for more than two consecutive terms in the same office. No member shall hold more than one elected office at a time.

The term of office for these officers shall begin immediately after the installation of officers and shall terminate two years later at installation of new officers. To be eligible for nomination to the office of President a member shall have previously served on the Board of Directors in another capacity for two years.

Section 3- Duties and Powers. Duties and powers of officers shall be as follows:

- A. President. The President shall reside at all meetings. He/She shall appoint committees and perform such other duties as are necessary incident to the office of President.
- B. Vice-President. The Vice-President shall render the President any assistance as may be reasonably requested and shall perform the duties of the President in the event the President is absent, incapacitated, or otherwise unable to act.
- C. Secretary. The Secretary shall take, prepare and maintain the minutes of all chapter meetings as well as annual and regional meetings. He/She shall perform such other duties as are incident to the office of Secretary.
- D. Treasurer. The Treasurer shall receive all dues, prepare and present all financial reports, and conduct all financial business of the chapter. He/She shall assure that accurate records of membership are maintained and make a quarterly accounting to International of all monies received and expense incurred.
- E. Parliamentarian: The Parliamentarian shall act as an advisor to the Board of Directors on protocol and procedure and must be well versed in parliamentary law. The Parliamentarian shall oversee all revisions and amendments to the bylaws of this organization. He/she shall act as Sergeant-at-Arms at all regular meetings. The Parliamentarian is appointed by the President with the confirmation of the Board of Directors for a period of two years or until a successor is appointed. He/she shall have all rights and privileges of membership on the Board of Directors, including a voice, except the privilege of vote.

Section 4- Compensation of Officers. The Officers of this chapter shall receive no salary or compensations, but any expense incurred on behalf of the chapter shall be paid or reimbursed by

the chapter upon approval of the officers.

Section 5 – Removal of Officers:

Members of the Association may petition the Board of Directors for a vote by ballot on the removal of any Board member(s). The petition shall be signed by 50% (fifty percent) of members in good standing and shall be presented to no less than 2 (two) Board of Director member.

ARTICLE 9 COMMITTEES

The President of the Chapter, with the approval of the Board of Directors, may from time to time appoint such committees as deemed necessary except that the powers relegated to the Board of Directors may not be conferred upon to the committee. The committee shall be disbursed when it has completed the work for which it was formed, and, in any case shall cease to exist on the election of a new Board of Directors.

ARTICLE 10 AMENDMENTS

These Bylaws may be amended by a mail vote of the membership provided the proposed amendments and ballots are mailed to all members in good standing and/or presented to the membership at a chapter meeting. An amendment shall require the affirmative vote or written consent by a simple majority of those ballots cast.

ARTICLE 10 PARLIAMENTARY PROCEDURES

Roberts Rules of Order, newly revised, shall govern the conduct of all meetings except as otherwise covered in these bylaws. The order of business (agenda) shall be suggested by the President and prepared by the secretary.

ARTICLE XII - DISSOLUTION OF CHAPTER

In case of dissolution of this Chapter, all assets remaining after payment of authorized expenditures shall be distributed to the IADCCT Financial Director. No part of any assets shall go to any private individual or member.