

BY LAWS
HOME METAL SHOP CLUB

June 15, 1996

Revised April 18, 1998

Revised May 16, 1998

- I. Name of organization is: "Home Metal Shop Club" (hereafter referred as the "Club").
- II. Purpose of Club: To exchange ideas about metal working techniques. Organize monthly meetings for exchanging information, arrange field trips and swap meets for benefit of members.
- III. Officers shall be elected for one year. Elections shall be held in June. Officers names and duties are as follows:
 - A. President who conducts meetings and coordinate activities of club. He also appoints Librarian and Editor of newsletter.
 - B. Vice-President who is responsible for organizing monthly programs, swap meets, and field trips.
 - C. Secretary who records minutes of meetings. In absence of Treasurer serves as Treasurer. Maintains a list of members and their date of membership, and write other correspondence when needed.
 - D. Treasurer who collects dues and other moneys and keep records of same. He also keeps list of members, addresses, etc. and their status. Prepares checks for payment of debts. Each check shall require signatures of both the President and the Treasurer. In absence of Secretary serves as Secretary.
 - E. Editor who prepares and mails monthly newsletter.
 - F. Librarian who keeps materials i.e. videos, books, etc. and records of check outs.
- IV. Board of Directors:
 - A. The business of the Club shall be managed by the Board of Directors(hereafter called "Board") consisting of the Club Officers.
 - B. A quorum for meeting of the Board shall be at least three, one who shall be the President.
- V. Dues: The dues for each member of the Club shall be \$ 20.00 per year. \$8.00 initiation and \$1.00 per month until September 1st.
- VI. Amendments: These By-Laws may be amended by a vote of at least two-thirds of the members present and voting at a regular meeting. The Board must mail notice to all members at least (7) days in advance of the meeting during which a proposal to amend these By-Laws is anticipated. All meetings shall be governed by the latest edition of "Robert's Rules of Order".