

BYLAWS OF THE OLYMPIC ASTRONOMICAL SOCIETY

Of Record as of January 2009

Section 1 - NAME

1.1 The name of this organization shall be the Olympic Astronomical Society.

Section 2 - PURPOSES

2.1 The purposes of this Society shall be as given herein:

2.2 To provide a forum for amateur astronomers wherein they may exchange ideas and act together to further amateur astronomy.

2.3 To sponsor astronomical observing for the amateur and the public through observing sessions and educational lectures/seminars.

2.4 To cooperate with the community and its governmental, civic, educational, and religious organizations for the pursuit of, recording of, and dissemination of astronomical observation and knowledge.

Section 3 - MEMBERSHIP

3.1 The membership of this society shall consist of those persons and organizations who signify their interest and belief in the purposes of this society, and as further defined herein.

3.2 The membership shall consist of seven classes, as follows, subject to the dues schedule:

Active Member: Any person interested in and favoring the advancement of the society and its purposes. Only active members may vote.

Family Member: Same as active and Student members. This includes voting rights.

Student Member: Any person currently a full time student and an active member, except that those under 14 may not vote but may otherwise participate in all society activities.

Corresponding Member: An inactive member who wishes to keep informed of the activities of the society. Except for specific exceptions in individual cases, residents of the Kitsap County area are not considered eligible for corresponding membership.

Contributing Member: An active member or organization contributing additional money according to the dues schedule.

Sponsor/Benefactor: An active member or organization contributing additional money according

to the dues schedule.

Honorary Member: A person recognized by the society for outstanding service in any form.
This class of membership is permanent, without dues, and of itself does not carry the right to vote unless the person is also an active member.

3.3 An organization which becomes a member in the stated classes given herein is entitled to one vote in the proceedings of the society. Such membership is encouraged and permits recognition of those contributions which further the purposes of the society.

3.4 Dues schedule follows, payable **January 1st of each year**.

<u>MEMBERSHIP CLASS</u>	<u>ANNUAL _ DUES AMOUNT</u>
Active	\$15
Family	\$18
Student	\$10
Corresponding	\$10
Contributing	\$20 - \$50
Sponsor	\$51 -\$999
Benefactor	\$1000 or more
Honorary	None

3.5 No member in arrears for dues shall be entitled to vote or take part in the deliberations of the society.

3.6 Members failing to pay their dues by March shall be dropped from the rolls after the mailing of the February notice of such default.

3.7 Dues are paid to the Treasurer.

Section 4 - OFFICERS AND DUTIES

4.1 The affairs of this society shall be managed by its Executive Board, which is composed of the officers named herein. The actions of the Board shall be governed by the Bylaws and the will of the membership as expressed at regular and special meetings of the society.

LIST OF OFFICERS

President	Vice-President	Treasurer	Secretary	Activities Director
Publicity Director	Asst. Publicity Director	Web Master	Property Manager	
Member at Large (2)				

4.2 All terms of office shall be of one year duration, or until the successor is elected and installed. In case of incapacity or other cause for vacancy of an elected office, except the Presidency, the Executive Board shall appoint a successor for the balance of the term. If the Vice-President should succeed to the office of President, his position shall be filled by appointment of the Executive Board.

4.3 Election of all officers shall be held at the November meeting of the society. Terms begin at installation during the January meeting of the society.

4.4 The President is the senior officer and shall preside at all society meetings and Executive Board meetings. He is an ex-officio member of all committees except the nominating committee. The President shall sign all deeds, leases, conveyances and other instruments to be executed by the society, except that he may designate alternate signators in specific cases. He shall act to set up and carry out society activities which fulfill the purposes of the society.

4.5 The Vice-President shall preside at all meetings in the absence of the President, and in case of a vacancy in the office of President during his term shall succeed to that office. He shall hold the position of Membership Chairman and prepare programs for the society meetings with the assistance of the Activities Director.

4.6 The Secretary shall keep up-to-date membership lists and shall work in conjunction with the other officers. The Secretary shall handle and file correspondence for the society. The Secretary shall also be considered the Astronomical League representative (ALCOR Rep) and communicate with the Astronomical League as directed by the President and/or Executive Board.

4.7 The Treasurer shall be the custodian of, and maintain records of, receipts and expenditures for the funds of the society. Expenditures and non-routine receipts of funds shall be approved by the Executive Board. The Treasurer shall operate under the annual budget as may be established, and under such further directions as may be developed by the Executive Board. The Treasurer shall prepare financial reports for the meetings as required. Such reports shall be presented for review and transmittal by the Executive Board if official action is required.

4.8 The Publicity Director is the editor of the society newsletter and in charge of its preparation, editing and distribution. The Assistant Publicity Director is his assistant and acts in the Directors stead when required. The Publicity Director also provides publicity releases to the media and other organizations, subject to review by the President and/or Executive Board.

4.9 The Activities Director shall arrange observing parties, excursions, and other activities of the society, assist the Vice-President in preparing and giving the society programs, and works with other organizations, all in furthering the purposes of the society.

4.10 The Webmaster shall be responsible for the upkeep and operation of the society's web site. The

Webmaster will discuss format and recommend changes to the executive board.

4.11 The Property Master is responsible for the inventory and care of all society owned materials. The Property Master will administer the society library and equipment loan programs. The Property Master will make recommendations to the Executive Board concerning library operation and purchases, equipment repairs or purchases as required in the performance of assigned duties.

4.12 The Member-at-Large position, consisting of two persons, shall carry out the tasks as assigned by the president or the executive board.

4.13 The membership of all committees shall be appointed by the President with the approval of the Executive Board and shall include the following: The Nominating Committee and such others as are designated by the Executive Board.

4.14 The Nominating Committee shall prepare a slate of at least one candidate for each position and report at the October meeting.

4.15 Each member of the Executive Board shall attend or be represented at one or more meetings in each quarter or his office may be declared vacated.

Section 5 – SOCIETY FUNDS

5.1 The Treasurer shall maintain records of the following funds as defined:

5.2 The General Fund is the operating expense fund for the society. It receives membership dues and proceeds from fund raising not otherwise designated.

5.3 The Publications Fund is for producing and distributing the society publications, including the newsletter. It is normally replenished from the General Fund by action of the Executive Board or by the annual budget when adopted.

5.4 Other special funds may be established from time to time by the Executive Board with provision for their disestablishment if needed.

Section 6 – MEETINGS

6.1 Meetings of the society's membership shall normally be held monthly throughout the year except when voted otherwise by the officers or membership. Every effort shall be made to maintain a specific day of the week and month for this purpose to permit members to arrange their schedules in advance for future meetings.

6.2 Executive Board meetings shall be held at least every two months to deal with the task of managing the society as charged. At least 24 hours notice is required for special meetings. A quorum shall consist of five members. Provisions for emergency action by leading officers shall be

established by the Executive Board.

6.3 Unless otherwise voted for a particular meeting, all Executive Board meetings are open to the membership, and all society meetings are open to the public.

Section 7 – RULES OF ORDER

7.1 Robert's Rules of Order Revised shall be the parliamentary authority for all matters of procedure not specifically covered by these Bylaws or by action of the society.

Section 8 – AUDIT

8.1 All books shall be audited annually and a report made to the Executive Board at the February meeting of the Executive Board. Audits at other times may be ordered by the Executive Board.

Section 9 –AFFILIATION

9.1 The society shall maintain membership in the Astronomical League, in the interests of cooperation in amateur astronomy.

Section 10 – AMENDMENTS

10.1 Any amendment to these Bylaws may be adopted by a two-thirds vote of the members present at the first regular meeting after the one in which the proposed amendment was read or distributed.