

Constitution and By-laws of the Old Dominion Post Card Club

Deltiology - The collection and study of postcards.

The American Heritage Dictionary of the English Language

CONSTITUTION

Article I

Section 1: This organization shall be known as the Old Dominion Post Card Club, located in Richmond, Virginia, and shall be a non-profit organization.

Section 2: The object of the Club is to promote educational activities in the study and research of deltiology. Additionally, through fraternalism in regular meetings, members of the Club will endeavor to share knowledge and their post card collections. Occasionally, the Club will publish checklists and literature. The Club will also promote shows of post card exhibits and sales.

Article II - Membership

Section 1: Any person over 18 years of age and interested in post cards shall be eligible for full membership.

Section 2: Applications for membership shall be submitted by letter or form, accompanied by payment of dues. An application is to be submitted at a regular meeting with the endorsement of at least one member in good standing. A membership application will be read at one meeting and voted on at the next regular meeting. Election to membership shall be by secret ballot and require the unanimous vote of members present.

Section 3: All persons who were members of the Club at the close of the April 1979

meeting are designated charter members. All members with membership numbers 1-25 shall be known as pioneer members. Upon recommendation of the Governing Board, honorary or life memberships may be awarded upon majority vote of members.

Section 4: Persons ages 13 through 17 are eligible for junior membership. Junior membership dues are one half of regular dues. Juniors will have all club privileges except the ability to hold office and to vote on club financial affairs.

Section 5: Any member whose dues remain unpaid by the time of the regular April meeting shall be considered delinquent and dropped from the membership roll. Any member dropped for non-payment of dues may be re-instated upon full payment of dues and approval by the Governing Board.

Section 6: The power of suspension of any member other than for delinquency of dues shall be vested in the Governing Board under procedures established by the Board. Any charge or grievance against any member shall be submitted to the Governing Board in writing, signed by the complainant and delivered to any member of the board.

Article III - Dues

Section 1: The revenues of the Club shall be derived from the dues of its members, or through the cooperative efforts of its members.

Section 2: Dues shall be fixed as established from time to time by the Governing Board.

BY-LAWS

Article I - Officers

Section 1: Officers of the club shall be: President, Vice President, Recording Secretary,

Treasurer, and Newsletter Editor, all of whom shall constitute the Governing Board. Any past President selected by the Board may also be a member of the Board. However, membership of the Board shall not exceed six. A quorum for conducting a business meeting of the Board is three members. Only members of the Club in good standing are eligible to serve as officers or members of the Board.

Section 2: Officers shall be elected for terms of one year.

Article II - Election of Officers

Section 1: At the regular meeting of the Club in October, a Nominating Committee of three members in good standing shall be appointed by the President.

Section 2: The nominating committee shall meet and nominate a slate of officers for the coming year. Any member of the Club in good standing is eligible, provided each nominee must consent to serve. The nominees shall be reported in the December newsletter.

Section 3: At the next regular meeting, those nominated to serve as officers shall be voted on by the membership. A majority vote is necessary to elect each officer. The elected officers shall be installed and take office at the January meeting.

Article III - Duties of Officers

Section 1: The President shall preside at all regular and special meetings and will also serve as Chairperson of the Governing Board . The Governing Board shall hold at least two meetings per year. The President shall also serve as ex-officio member of all appointed committees.

Section 2: The Vice President shall act in the absence of the president and shall also

serve as Chairperson of the Program Committee.

Section 3: The Recording Secretary shall keep a record of the minutes and proceedings of all meetings.

Section 4: The Treasurer shall collect all dues and fees and shall deposit all monies in a bank account in the name of the Old Dominion Post Card Club. No money may be withdrawn from the bank account except by the Treasurer acting in the name of the Club. A complete financial record of the Club's activities, including membership roster and dues received, shall be maintained by the Treasurer. Upon request of a Board member, an audit of the Treasurer's records shall be undertaken by a committee of three members in good standing appointed by the President. In the absence of the Treasurer at regular meetings, the Recording Secretary may accept money for dues. The Treasurer or the Treasurer's designee shall give an oral report each month on the financial status of the club.

Section 5: The Newsletter Editor shall issue a monthly newsletter to be mailed to all members prior to each meeting. Officers and members may give the Editor pertinent news and program plans of forthcoming events and deltiology happenings. The Editor may assume the role of Club Historian, keeping all newsletters on file for reference in the future. While in office, the Newsletter Editor's annual membership dues will be suspended.

Section 6: At the January meeting of the Club, the President shall appoint the following: the Annual Show Chairperson, the auditors if an audit is requested, and such other special persons and committees as shall be deemed expedient in the interest of the Club.

Article IV - Order of Business For Monthly Meetings of the Club

Section 1: 1. Call to order

2. Welcome members and visitors

3. Recording Secretary's report
4. Applications and election of new members
5. Treasurer's report
6. Communications and bills to be paid
7. Unfinished business
8. New business
9. Adjournment
10. Program presentation

Article V - Club Meetings

Section 1: The Club will hold not less than ten regular meetings each year. Dates and locations will be determined by the Governing Board..

Section 2: Ten members shall constitute a quorum.

Section 3: The Governing Board may call special meetings upon sufficient advance written notice to the members.

Article VI - Amendments

The constitution or by-laws may be amended as follows: Any member in good standing may propose to the Governing Board amendments to the Constitution and By-Laws of the Club. If approved by the Board, a proposed amendment must be submitted in writing to the membership. A majority vote of members present at a regular meeting is required to approve the adoption of an amendment. Members unable to attend a meeting at which an amendment is to be considered may assign in writing their proxy voting rights to a Club officer.

Article VII - Regulations

Section 1: For matters not specifically covered by the By-Laws, Club procedures shall be governed by *Robert's Rules of Order*.

Section 2: The Show Chairperson and Annual Show Committee shall give notice to the Club members of rules and regulations at least two months before each annual show.

(Revised October 2006)