CONSTITUTION AND BY LAWS
EASTERN FEDERATION OF MINERALOGICAL AND LAPIDARY SOCIETIES
July 1, 1968

ARTICLE I

The name of this organization shall be the Eastern Federation of Mineralogical and Lapidary Societies, Inc., hereinafter referred to as the "Federation."

ARTICLE II

OBJECTS

Section 1. To bring about a closer association of the Earth Science Societies in the eastern part of the United States, and such other areas, domestic or foreign, as in the future may desire to affiliate.

Section 2. To cooperate with educational and scientific institutions or other groups engaged in increasing the knowledge and popular interest in Geology, Mineralogy, the Lapidary arts and related subjects.

Section 3. To foster the cultural aspects of, and the comradeship engendered by, the study of subjects listed in Section 2.

Section 4. To hold annual conventions, unless otherwise agreed, with suitable programs and exhibits for the benefit of the members and the general public.

Section 5. To cooperate or affiliate with similar federations in the United States and elsewhere.

Section 6. To provide means and make arrangements for the exhibition of collections at expositions, fairs and other public gatherings.

Section 7. To assist in the formation of Earth Science Societies in localities where public interest justifies their formation.

Section 8. This Federation shall be non-political and non-commercial.

Section 9. This corporation is not formed for profit, and none of its assets shall be used for the pecuniary gain or profit of any individual who is or may become a member.

Section 10. All of the assets, property and funds of the corporation shall be devoted to the furtherance of the primary objects and purposes of the corporation. Its works, purposes and objects are primarily social, recreational and educational; and are solely in the interests of the advancement of its member societies, of their members, and of the public along scientific and educational lines.
ARTICLE II, OBJECTS (continued)

Section 11. In the event of dissolution of the federation, all of its assets, properties and funds shall be turned over to one or more non-profit organizations created for like or similar purposes for the continuation of such projects as the Federation may have commenced.

Section 12. The Federation shall not attempt to influence legislation by propaganda or otherwise.

ARTICLE III

MEMBERSHIP

Section 1. Membership in this Federation shall be open to all duly organized societies of amateurs which are interested in fostering interest in the earth sciences, lapidary and related arts in the eastern United States and other areas, domestic or foreign.

Section 2. The organizations that join the Federation on or before January 1, 1951 shall constitute the Charter Membership.

Section 3. The Founding Societies and Charter Member Societies are as follows:

Founding Societies - Mineralogical Society of the District of Columbia
   Gescutters Guild of Baltimore, Inc.
   The Lapidary Club of Washington, D. C.
   (now The Gem and Lapidary Society of Washington, D.C., Inc.)

Charter Societies - Miami Mineral and Gem Society
   Oxford County Mineral and Gem Association
   Rochester Academy of Sciences, Mineral Section
   Newark Mineralogical Society, Inc.
   North Jersey Mineralogical Society, Inc.
   New Jersey Lapidary Society, Inc. (formerly known as Newark Lapidary Society)

ARTICLE IV

OFFICERS

The officers of this Federation shall be President, 1st Vice President, Vice President, General Show Chairman, Secretary and Treasurer. These officers, with the exception of the General Show Chairman, shall be elected at the annual meeting. The General Show Chairman shall be appointed by the Society sponsoring the next convention.
ARTICLE V

DIRECTORS AND EXECUTIVE BOARD

The Directors of this Federation shall be the chief executive of each affiliated Society.

The Board of Directors of this Federation shall consist of the President, 1st Vice President, 2nd Vice President, General Show Chairman, Secretary and Treasurer of the Federation as ex-officio members, and the directors as defined above. The minimum number of Directors shall be five (5) and the maximum number shall be five hundred (500).

The Executive Board shall consist of the elected Federation officers, a representative of the Past Presidents Advisory Council, plus the General Show Chairman for the immediate forthcoming show only.

A quorum for the Executive Board shall consist of a majority of its members.

ARTICLE VI

ADVISORY COUNCIL

The Past Presidents of this Federation shall constitute the Advisory Council.

ARTICLE VII

AMENDMENTS

Any article or provision hereof may be altered, amended, supplemented or repealed by the affirmative vote of two-thirds of the voting power of the Federation at any meeting provided that notice of any proposed change herein shall be first proposed in writing to each member of the Board of Directors sixty days prior to such meeting, such notice to be sent from the Federation Secretary by first class mail.

Any changes made in this Constitution and By-Laws shall be effective immediately upon passage by the Federation in Convention assembled.

ARTICLE VIII

RULES OF ORDER

Robert's Rules of Order shall govern all the deliberative meetings of the officers, directors and delegates of the Federation.
MEMBERSHIP

Section 1. Membership in the Federation shall consist of Charter Member Societies, the Founding Societies and all additional societies that may affiliate with the Federation.

Section 2. Any Earth Science, Lapidary or Gem Society desiring admission to the Federation shall apply in writing to the Federation 2nd Vice President giving the name of the organization, its purpose, and the name and address of the chief executive and secretary. The application shall then be submitted by the 2nd Vice President to the Executive Board for preliminary approval or disapproval. Final and formal action will be taken by vote of the Directors and Delegates at the next following business meeting of the Federation. Pending such final approval, the applicant society will receive all regular Federation mailings. However, they will not be entitled to a vote until after their final and formal acceptance.

A majority affirmative vote by the Board of Directors shall be sufficient to entitle the applicant to membership. This vote may be cast by registered letter ballot when so desired. All membership fees shall be due and payable immediately upon notification of the applicant by the Federation 2nd Vice President that the application has been passed upon favorably.

Section 3. Any Member Society wishing to withdraw from the Federation shall make such intention known by written notice to the Federation Secretary, which notice shall be signed by the officers of the withdrawing society. Acknowledgement of receipt of such notice by the Federation Secretary shall be sent to each member society, by the Federation secretary, within thirty days of receiving said notice of withdrawal.

Section 4. Should the attitude or conduct of a Member Society be considered detrimental to the welfare of the Federation, such Member Society may be expelled by a majority vote of the Board of Directors. Thirty days before the action of the Board of Directors would become effective, the Member Society shall be apprised that its expulsion is under consideration. The Board of Directors shall, in such manner as it may choose, permit the Member Society to present its case before it, or to voluntarily withdraw.

Section 5. Any Member Society which remains inactive for more than one year, or fails to pay the per capita dues on or before the prescribed date, may be suspended from the rolls of the Federation by a majority vote of the voting power of the Federation at its Annual Meeting. Any suspended Society may be reinstated to full membership by paying its present per capita dues for the current year and all in arrears and its application for reinstatement being approved by a majority vote of the Board of Directors, as outlined in Article I, Section 2, of these By-Laws.
ARTICLE II

DUTIES OF OFFICERS

Section 1. It shall be the duty of the President to preside at all meetings of the Federation and its Board of Directors, appoint chairmen of all committees except the Nominating Committee and the Annual Convention Committees, administer the budget for operational expenses and perform such other duties as are customary to the office. The tenure of office for the President shall be one year and he may not be elected to serve two consecutive terms.

Section 2. It shall be the duty of the 1st Vice President to preside at meetings and perform all the duties of the President in the event of the President's absence or inability to serve. The tenure of the office for the 1st Vice President shall be one year and he may succeed himself but shall not be elected to serve more than two consecutive terms.

The 1st Vice President shall chair the Long Range Planning Committee.

Section 3. It shall be the duty of the 2nd Vice President to succeed the 1st Vice President upon his decease, resignation or incapacitating illness. He shall perform the same duties as the 1st Vice President in the event that it becomes necessary for the 1st Vice President to succeed the President. The new President shall appoint a 2nd Vice President for the interim term until the next Convention. The 2nd Vice President may not be chosen from the same state or from an adjoining state to the 1st Vice President. The tenure of the office for the 2nd Vice President shall be one year and he may succeed himself, but shall not be elected to serve more than two consecutive terms.

The 2nd Vice President shall have charge of Membership and the Regional Representatives.

Section 4. It shall be the sole duty of the General Show Chairman to organize, stage and assume complete responsibility for the annual Convention of the Federation, and to administer the budget for same as directed by the Board of Directors, and Delegates at the Annual meeting. He shall follow the "Rules Governing Displays, Judging and Awards at Gem and Mineral Shows" adopted by the Federation. He shall, at the following Annual Meeting, give a tentative report of Convention finances, and within sixty days after the close of the Convention submit in writing to the President a final itemized report of Convention finances. The tenure of office for the General Show Chairman shall be one year and he may succeed himself.

Section 5. It shall be the duty of the Secretary to keep an accurate record of the proceedings of all meetings of the Federation and its Board of Directors, to cooperate with secretaries of other like regional federations and the American Federation when called upon, and to keep the Board of Directors and member Societies informed of all activities. The tenure of office for the Secretary shall be two years and this office may be held by one person for any number of elected terms. This election shall be held on the even years.
Section 6. It shall be the duty of the Recording Secretary to keep an accurate record of the proceedings of all meetings of the Federation and its Board of Directors, prepare the agenda for the meetings, and the minutes to be sent to the clubs. The tenure of office shall be two years and he may be elected to succeed himself but shall not be elected to serve more than two consecutive terms. This election shall be held in the odd years.

Section 7. It shall be the duty of the Treasurer to receive all dues or other monies and to disburse them when authorized by the President, to keep full and accurate account of such transactions, to render a yearly written itemized report in addition to presentation of all accounts and Bank Pass Books to the Federation at its Annual Meeting. The tenure of office for the Treasurer shall be two years and this office may be held by one person for any number of elected terms. This election shall be held on the odd years.

Section 8. It shall be the duty of the Assistant Treasurer to succeed to the office of Treasurer upon his decease, resignation or incapacitating illness. He shall assist the Treasurer in the preparation of bills, accounts, or whatever duties the Treasurer may find necessary to assign to him. The tenure of office for the Assistant Treasurer shall be two years and he may succeed himself for another term, but shall not be elected to serve more than two consecutive terms. This election shall be held in the even years.

Section 9. The Board of Directors shall conduct all urgent Federation business which may occur between Annual Meetings. The Board of Directors shall have power to elect any or all of their members to fill any vacancy in any office for the remainder of the vacated term. The tenure of office for a director shall coincide with his tenure of office in his Member Society. If a Director is elected to any office in the Federation, he shall relinquish his position as Director and his authority as such shall pass on to the Assistant Chief Executive of his Member Society.

Section 10. The Executive Board shall have all the powers of the Board of Directors and generally perform such duties and exercise such powers as may be performed by the Board of Directors when the Board is not in session. The fact that the Executive Board has acted shall be conclusive evidence that the Board of Directors was not in session at such time or that a quorum of the Board of Directors had failed to attend the regular or special meeting thereof called for such time.

The Executive Board shall not have the power to incur any liability or authorize any expenditure in excess of $33-1/3% of available funds for any single purpose, above the approved Annual Budget, unless authorization shall have been expressly given to the Executive Board by resolution of the Board of Directors.
Section 11. It shall be the duty of the elected officers and General Show Chairman, following their election at the Annual Meeting and before the close of the Convention, to select a Nominating Committee of five, who shall prepare a slate of at least one candidate for each elective office to be filled during the sixth month prior to the Annual Meeting. The Nominating Committee shall prepare a slate to provide as extensive geographical representation as reasonably practicable. The Chairman of the Nominating Committee shall write each member for his or her list of nominees, each of whom must have consented to the nomination, whereupon the complete list shall be forwarded to each member for a revision that shall constitute the official slate. This slate shall be sent out in writing to all member societies sixty days prior to Annual Meeting. The slate shall be read at the next Annual Meeting at which time nominations may be made from the floor. If more than one name is proposed for any office, voting must be by ballot; otherwise, if the nominations are uncontested, the secretary may be instructed to cast a unanimous ballot for the proposed ticket.

Section 12. The Advisory Council shall not be required to hold stated meetings. It may prescribe its own rules, select its own chairman, attend any meetings, and act in a solely advisory, non-voting capacity in the role of elder statesmen where it may be of service to the Federation, when requested. Membership on the Advisory Council shall be for life or until resignation of the individual member.

Section 13. Any officer derelict in his duties, or whose conduct is such that it is considered detrimental to the welfare or reputation of the Federation, may be removed from office by a two-thirds affirmative vote of the Board of Directors. This vote shall be taken by registered mail ballot.

ARTICLE VII

MEETINGS

Section 1. The Federation shall hold at least one general meeting each calendar year, said meeting to be called the Annual Meeting, the time and place to coincide with the Annual Convention when such is held, or as prescribed by the Board of Directors and Delegates at the previous Annual Meeting.

Section 2. The Annual Meeting shall be divided into two sessions as follows:

First Session

The first session shall be opened and conducted by the Presiding Officer and the order of business shall be:

1. Call to order.
2. Introduction of parliamentarian.

This individual is to be appointed by the President prior to the meeting. This person shall be familiar with parliamentary procedure and Robert’s Rules of Order. The decisions of the parliamentarian shall be binding on all speakers during the course of the annual meeting.
3. Roll call of Member Societies, Director and Delegate.
4. Reading of the minutes of the previous Annual Meeting and of any Board of Directors’ meeting called during the year.
5. Treasurer’s report.
6. Election of two auditors from the assemblage, names to be proposed from the floor.
7. General Show Chairman’s tentative report.
8. Reports of committees.
10. Call for sponsors for the future annual Conventions.
11. Approval of sponsors by majority vote.
12. Report of Nominating Committee and election of Officers.
13. Recess.

During the recess the newly elected officers shall be made acquainted with the responsibilities of their offices by the retiring officers, given an opportunity to caucus and then brought to the second session of the Annual Meeting. In the event that a newly elected officer should not be available, his chair at the second session shall be filled by the retiring officer for this session only.

Also, during this recess the two auditors shall audit the Federation’s account and books.

Second Session

The second session shall be called to order by the retiring President and he shall present and seat each newly elected officer. The newly elected officers shall continue the meeting as follows:

14. Roll call of Member Societies, Director and Delegate.
17. Appropriation of a fund, to be placed at the disposal of the President, to meet the operational expenses for the ensuing year.
18. Appropriation of a fund, to be placed at the disposal of the General Show Chairman, which shall be used solely for the ensuing Annual Convention.
19. Adjournment.

ARTICLE IV

DUES AND FEES

Section 1. Member Societies shall pay such dues and fees as shall be prescribed by the Board of Directors or as prescribed by these By-Laws.

Section 2. The Initiation fee shall be $5.00 for each Member Society and shall be payable upon notice of the Society of its acceptance to membership in the Federation. This fee can be levied only once, unless there is a distinct change in society name after suspension or withdrawal.
Section 3. Annual dues shall be reckoned on the basis of twenty-five cents ($0.25) per capita for each member on the rolls of the Member Society as of December 31st, according to sliding scale listed below, and shall be payable on or before the first of the following April, after which the Member Society will be considered delinquent and forfeit its voting power at the Annual Meeting, and if dues are not paid within the next succeeding year the society shall be dropped from membership. New societies joining on and after May 1st shall be required to pay only on the basis of the time periods left in the year as herein specified: May 1st to but not including September 1st - 15¢; September 1st to but not including January 1st - 10¢; Society is accepted as a member of the Federation. If the new society pays dues prior to the Annual Meeting, it shall be given the right to vote at that time.

Clubs or Societies having up to and including 200 members, 25 cents per member. Clubs or Societies having from 201 up to and including 300 members, 25 cents per member for the first 200, and 20 cents per member for the remaining members. Clubs or Societies having 301 members or more, 25 cents per member for the first 200 members, 20 cents for the next 100 members, and 15 cents for the remaining members.

Section 4. Only in the emergency of maintaining Federation solvency may the Board of Directors by a two-thirds majority affirmative vote of its total membership pass an assessment on the Member Societies. Such an assessment must be a per capita assessment and shall never exceed fifty cents ($.50) per capita in any one fiscal year.

Section 5. Annual dues to the American Federation of Mineralogical Societies shall be paid by this Federation by January 15th.

ARTICLE V

DELEGATES AND ALTERNATES

Section 1. It shall be the responsibility of each Member Society to select one Delegate to the Annual Meeting in addition to its President, who is a member of the Board of Directors.

Section 2. Alternates may be chosen if the Member Society desires to assure its proper representation. Alternates may be chosen from the membership of the Member Society, or from rolls of any other member society, provided that this individual does not already represent any society in that capacity.

Section 3. It shall be the responsibility of each Member Society to notify the Federation Secretary, in writing, of the names of its Director, Delegate, Alternate or Proxy, at least thirty days prior to the date of the Annual Meeting. Should this written notification not be received as directed, the Federation President or Secretary may designate an alternate proxy.
Section 4. Each member society represented at the Annual Meeting shall be entitled to two votes.

ARTICLE VI

QUORUM

One-fourth of the member societies shall have an authorized representative present to constitute a quorum at all meetings. No proxies. If the number is a fraction, the next higher whole number will be used.

ARTICLE VII

MUTUAL RESPONSIBILITIES

Section 1. It shall be the duty of the Federation to maintain an active information service for its individual members.

Section 2. It shall be the responsibility of each member society to furnish the Federation Secretary with the names of its officers, meeting place and meeting time, and to correct this information within thirty days of any change.

ARTICLE VIII

AMENDMENTS

Any article or section thereof set forth in these By-Laws may be altered, amended, supplemented, or repealed as outlined in Article VII of the Constitution.