

# **GHAC** Greater Houston Aquarium Club

## **By-laws**

### **Section 1 - Fiscal year**

1. The fiscal year of the club shall be from July 1<sup>st</sup> to June 30<sup>th</sup> inclusive.

### **Section 2 - Membership**

1. Membership is open to anyone interested in the club's objectives as stated in the constitution.
2. The membership chair, if one is appointed, may only reject a membership applicant with the approval of the executive board.
3. There shall be 3 membership classes as defined below. All classes shall be entitled to all privileges except as noted:
  - a) Regular Member - Any person 18 years of age or older.
  - b) Junior Member - Any person 12-17 years inclusive. Junior members may not serve on the executive board.
  - c) Honorary Lifetime Member - Any person who by outstanding service promotes the objectives of the club. Such memberships may be awarded by the executive board by a unanimous vote, excluding the person being voted upon.
4. Any member who has not renewed their membership 60 days after expiration shall have their membership revoked.
5. Any members whose actions are deemed detrimental to the GHAC may have their membership revoked by the executive board.

### **Section 3 - Election of officers**

1. At the regular meeting in March of each election year, a nominating committee shall be established. It shall consist of three (3) members, one appointed by the President from the Executive Board and 2 from among the rest of the members in good standing present.
2. The nominating committee shall elect a Chairperson and they shall determine who is able and willing to serve in various offices and shall then formulate a slate of nominees at the April meeting. Interested candidates may submit their names to the nominating committee.
3. No person may be nominated for more than one office.

4. Elections will be held at the June meeting of each election year.
5. Those elected to various offices shall assume those duties at the start of the fiscal year.

#### **Section 4 - Finances**

The GHAC shall be a "Not for Profit" organization until such time as the Membership by a two thirds (2/3) majority shall elect to change the status to "Non-Profit". The GHAC shall never be a "For-Profit" organization.

1. Dues shall be as follows: Regular member \$5.00 per year, Junior member \$3.00 per year, Family membership \$12 per year.
2. All dues are payable upon joining and renewable one calendar year thereafter.
3. If additional funds are needed, voluntary offerings may be taken up, or any other proper means of fund raising may be used. No per capita assessments may be made.
4. No member of the Executive Board or its appointed committees may spend moneys on behalf of the club without written approval of a simple majority of the Executive Board.
5. The Treasurer shall keep an accurate and adequate record of all receipts and expenditures and shall be prepared to report on the state of finances at all times. He/she shall preserve all records of finances.
6. The books of the Treasurer shall be audited as deemed necessary by the Executive Board.
7. It shall be the responsibility of the Treasurer to prepare monthly and yearly financial reports and to submit them to the Executive Board and the General Membership at appropriate times.
8. The President and the Treasurer shall jointly open a checking account on behalf of GHAC and said account shall require the signatures of both the President and Treasurer on all checks issued.

#### **Section 5 - Rules**

1. Executive Board meetings shall be conducted in an orderly fashion but need not follow Roberts Rules of Order.
2. New rules for GHAC must first be proposed and passed by a simple majority of the Executive Board and then passed by a simple majority of the General Membership, such rules shall then take effect at the next general meeting.

#### **Section 6 - Amendment**

1. These by laws may be altered only as follows:  
By a (3/5) majority consensus of the Executive Board, and must then be submitted for ratification of a two thirds (2/3) vote of the membership in good standing at the next scheduled club meeting.

**Section 7 - Awards**

1. The Executive Board may at its discretion establish an awards committee for the presentation of annual awards for activities deemed worthy of emulation.
2. These awards may be presented solely at the discretion of the awards committee.

**Section 8 - Newsletter**

1. A committee chair shall be made available for the creation and publication of a club newsletter. Publication of newsletter shall be in electronic format only, in order to minimize expense to the club.
2. The committee member responsible for the newsletter shall sit in on all Executive Board meetings and to report these proceedings in the newsletter.
3. A club newsletter shall be published no more than once a month nor no less than once every 3 months.
4. The committee chair serves at the discretion of the Executive Board. Should it be determined that said chair is lacking in ability, performance, or acting in a fashion detrimental to the club's stated goals; the chair may be removed and/or replaced.

**Section 9 - Startup clause**

1. As the founding members of the GHAC, the following members will serve the initial 2 year term or any portion thereof as deemed necessary to establish the GHAC as a viable club.

<b>President</b>	<b>Raul M. Turner</b>
<b>Vice President</b>	<b>Tim Bell</b>
<b>Co-Vice President</b>	<b>David Abeles</b>
<b>Treasurer</b>	<b>Mary Beth Petranek</b>
<b>Secretary</b>	<b>Traci Davis</b>

2. Special recognitions for individuals who were instrumental in establishing GHAC. The following members are part of the original founders for GHAC: Scott Goddard, Roy Flis and Heidi Flis. These three individuals have been awarded Honorary Lifetime Memberships.