

Constitution and By-Laws for Virginia Peninsula Coin Club
Revised 01/20/2024

CONSTITUTION

ARTICLE I

This Organization shall be known as the Virginia Peninsula Coin Club.

ARTICLE II

The object of this organization shall be to encourage and promote interest in numismatics, to cultivate friendly relationships among collectors, students, Scouts and dealers, and to especially encourage and assist amateur collectors and to provide a time and place to buy, sell or trade coins.

**ARTICLE III
MEMBERSHIP**

- Section 1. Any person interested in numismatics may file an application for membership.
- Section 2. The membership of this club shall be comprised of four groups: Regular, Life, Junior and Honorary. Regular members will be 18 years or older; Junior members will be under 18 years of age; and Honorary and life members will be those persons provided in accordance with the By-Laws.
- Section 3. The Secretary will assign a membership number to each new member. It is the responsibility of each member to provide and update personal information (to include address, phone and e-mail as appropriate).

**ARTICLE IV
OFFICERS**

- Section 1. The elective officers of the organization shall be President, Vice-President, Secretary, Treasurer and Sergeant-at-Arms. The office of Secretary/Treasurer may reside in one individual.
- Section 2. Except for the office of the President, any regular member in good standing shall be eligible for office. Members in good standing, having served at least one year as an elected officer or Board of Governors discussed in ARTICLE V, are eligible to be nominated for office of President.

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ARTICLE V
Board of Governors

- Section 1. The Board of Governors shall consist of four elected officers who serve for a term of two years with two members elected on alternate years.
- Section 2. All elected officers shall also be members of the Board of Governors during their term of office.
- Section 3. The Board of Governors shall meet when requested by the President. The President or majority of the Board of Governors members shall determine meeting time and location. The Board of Governors shall meet at a minimum of once per year. The Board of Governors and club officers shall all be notified at least two weeks in advance that a Board of Governors meeting has been scheduled. Future Board of Governors meetings shall be announced at regular club meetings.
- Section 4. An elected member of the Board of Governors can be recommended for removal from office with a majority vote by the other Board of Governors members. An approved recommendation for removal from office shall be presented during a regular club meeting and voted on by members in good standing at the next regular club meeting. A confirming majority vote by club membership will terminate the associated Board of Governors membership.
- Section 5. The Board of Governors can only conduct business when a majority of the membership is present. All Board of Governors members must be afforded the opportunity to vote on all proposals to remove an officer of the club or proposed changes in the club's Constitution or By-Laws before being presented to the club members at large.

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**ARTICLE VI
DUES**

- Section 1. The revenue of the club shall be derived from dues, assessments, contributions of its members, auctions, coin shows, or such other methods as may be proper and do not reflect discredit on the organization.
- Section 2. The annual dues for regular members shall be \$15.00. The dues of juniors shall be one-half that of a regular member. Family (Husband/Wife & Dependent children are eligible for Family Membership at an annual rate of \$20). Honorary and Life members shall not be required to pay annual dues.
- Section 3. Applications for new memberships or reinstatement voted on after November 1st shall be accompanied by one-half the regular annual dues and this will pay their dues in full to the end of the year in which membership was elected.
- Section 4. Annual membership dues are paid in advance and due by the March meeting. Failure to pay dues within a four-month grace period ending with the July meeting will automatically cancel membership. Each member in good standing as of March 31st that has not paid their annual dues will be mailed a notice of dues during the month of April, at the last known address in the files of the Recording Secretary. Dues paid to the club may only be refunded with the consent of the Board of Governors.
- Section 5. Previous members wishing to be reinstated to active membership status must pay the current years dues in full, or one-half years dues after November 1st and be voted on as indicated in ARTICLE III, Section 1, 2, 3 of the By-Laws.

**ARTICLE VII
AWARDS**

- Section 1. Awards may be presented at the discretion of the Board of Governors but as a minimum shall be the Past President Plaque.
- Section 2. Awards will be presented when appropriate or during instillation of officers, currently scheduled for the month of May.
- Section 3. Other awards may be given at such times and for such reasons as may be deemed appropriate by the Board of Governors.

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**ARTICLE VIII
AMENDMENTS**

- Section 1. This Constitution may be altered or amended as recommended by the club membership or Board of Governors.
- Section 2. Any member in good standing may present an amendment in writing to be read at a regular meeting. However, no amendment shall be voted on until the next regular meeting. When voted on, a two-third majority of those members present and voting shall amend the Constitution.

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BY-LAWS

**ARTICLE 1
DUTIES OF OFFICERS**

- Section 1. The President shall preside at all meetings and be ex-officio member of all committees. The President may appoint such committees as deemed necessary. The President may call special meetings when deemed in the best interest of the club and shall act as Chairman of the Board of Governors.
- Section 2. The Vice President shall preside in the absence of the President and shall be responsible for planning all club programs.
- Section 3. The Secretary shall keep a written record of all club meetings and shall report the minutes at the next regular meeting.
- The Treasurer is authorized to receive and disburse all funds in the club treasury and shall report the status of the treasury at each regular meeting.
- Section 4. The Sergeant-at-Arms shall be responsible for recording the names of members present and names and addresses of visitors at regular meetings. The Sergeant-at-Arms is responsible for keeping order at the meetings and to prevent disturbances.
- Section 5. The Board of Governors shall make decisions on all matters brought before them when not contrary to the Constitution and By-Laws and shall make recommendations on each matter brought before them that may require action by the membership of the club.

**ARTICLE II
ELECTIVE AND REMOVAL OF OFFICERS**

- Section 1. All elective officers shall be elected by a simple majority vote by those present and voting. Nominations will be made at the February meeting. At that time nominations may be made from the floor in addition to those made by the Nominating Committee. Election of these officers will be at the regular meeting in March.
- Section 2. Elected officers shall be installed at the meeting in May.

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- Section 3. In the event any officer cannot complete their term of office, the officer shall be replaced as follows:
- a. If more than six months of the term of office remains the President shall appoint a Nominating Committee of not less than two members who will recommend a candidate to be voted on by the membership as indicated in Article II, Section 1 of the By-Laws.
 - b. When less than six months of a term of office remains, the President shall appoint a Successor.
- Section 4. Removal of Officers or a member of the Board of Governors can occur after a majority vote by all Board of Governors membership and then approved by a majority vote by the members in good standing at the next regular monthly meeting.

ARTICLE III
APPLICATION FOR MEMBERSHIP

- Section 1. Application for membership shall be made to the Secretary on a prescribed form. The applicant is requested state their name, address, telephone number, e-mail and collecting specialty. Each application must be accompanied by the appropriate amount of dues.
- Section 2. The applicant for membership or membership reinstatement will be present at the meeting at the time of the first reading, but no action shall be taken until the second reading at the next regular meeting.
- Section 3. On the second reading the application for membership or membership reinstatement shall be submitted to a vote by the members present. An affirmative vote of two-thirds of those present shall admit the applicant to membership.
- Section 4. A life membership in the organization is available upon application to the Secretary, provided:
- a. The applicant is a member in good standing for at least five years.
 - b. The application is accompanied by the equivalent of ten years dues at the current rate. The Board of Governors shall approve the applications.
- Section 5. A member is considered in good standing if their membership dues are current, they have not been suspended or expelled from the club in the previous five years and are not currently under investigation by the Board of Governors.

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**ARTICLE IV
SUSPENSIONS AND EXPULSIONS**

- Section 1. A signed complaint may be lodged against any member for conduct detrimental to the organization. The complaint will be submitted to a Board of Governors member. The Board of Governors may decide to reject it, order an investigation or to bring the complaint before the club for a vote.
- Section 2. In the event that the Board of Governors decides to place the matter before the club, the member will be notified of the charges by regular mail at their last recorded address and will be advised of the date the matter will be brought before the club in order for them to appear to protect their interest.
- Section 3. The Board of Governors may at its option suspend the member for a period not to exceed 90 days but in such event must notify the member as outlined in Section 2 above and must place the matter before the club at its next regular meeting.
- Section 4. An affirmative vote of two-thirds of the members present and voting will be required to expel. A finding in favor of the accused will void any suspension.

**ARTICLE V
HONORARY MEMBERS**

- Section 1. The Board of Governors may propose to members in good standing a candidate for honorary membership.

**ARTICLE VI
GENERAL LAWS AND REGULATIONS**

- Section 1. This club is formed for the mutual benefit of its members and each member is expected to exert every effort to make it a success and extend every effort toward the advancement of the organization and numismatics.
- Section 2. The By-Laws may be amended in exactly the same manner in which the Constitution may be amended and the same procedure must be followed.

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- Section 3. No member shall incur any expense in the name of the club except the President or the Secretary/Treasurer, who may incur any necessary expense for postage, fees or meeting room, refreshments or any other valid expense.
- Section 4. All officers at the expiration of their term of office shall deliver to their successor all books, papers, records, moneys, or other property of the club in their possession.
- Section 5. The Treasurer shall on or before April 15th of each year render a full report to include records of income and expenditures, canceled checks, bills, and receipts to the President who shall appoint a member of the Board of Governors to audit the report and read the findings at a regular meeting no later than June 30th of the current year.
- Section 6. The club shall maintain affiliation through club membership with the American Numismatic Association, The Virginia Numismatic Association, and any other numismatic organizations deemed appropriate by the Board of Governors.

ARTICLE VII
MEETINGS

- Section 1. Meetings will normally be held the third Wednesday of each month unless an emergency arises that may require rescheduling of the meeting. In that event the President shall arrange another date and so notify each member. The Board of Governors will meet annually at this meeting place.

ARTICLE VIII
EFFECTIVE DATE

- Section 1. The effective date of the foregoing Constitution and By-Laws shall be the 20th of January 2024 and shall be in full force and effect thereafter unless and until amended or changed.