

RAPIDAN RIVER RELIC HUNTERS ASSOCIATION CHARTER

ARTICLE I: NAME

The name of this non-profit organization shall be: ***RAPIDAN RIVER RELIC HUNTERS ASSOCIATION.***

ARTICLE II: PURPOSE

The purpose of this organization shall be to promote the study and the preservation of American History through the location, identification, and preservation of military and related historical artifacts from the American Civil War and earlier periods.

Be aware that the defined purpose of this organization neither encourages, nor supports the procurement of artifacts from *public or private property* where permission for such procurement has not been granted by an authorized person.

ARTICLE III: MEETINGS

This association shall meet on the 2nd Tuesday of each month at 7 p.m. unless an earlier time is announced.

The meeting place shall be chosen by the Board of Directors by a majority vote.

ARTICLE IV: MEMBERSHIP

Membership is granted upon receipt of a completed application and the payment of dues.

For reason of misconduct, a member may be expelled from this organization upon a two-thirds vote of the elected officers. The member in question shall receive notification prior to a vote by the officers.

ARTICLE V: DUES

Dues for individual membership shall be \$25.00 per year.

Annual dues shall be paid in advance and are payable by the last day of December of each year. Failure to have dues paid by this date, with out good cause, will result in membership suspension and exclusion from all events. Solicitation of dues will begin at the November meeting to enable the expeditious issuance of membership cards at the January meeting.

Membership cards will only be issued upon receipt of dues payment and where a completed application for membership is on record.

The club year shall be from January 1 thru December 31.

ARTICLE VI: MEMBERSHIP ROSTER

The membership roster will be created by the Secretary and shall be issued to each member at the February meeting.

The roster shall include the name and email address of each member unless the member requests in writing that their email address not be included. The association officers will also be identified by title as appropriate.

ARTICLE VII: OFFICERS

The elected officials of this association shall be:

1. President
2. Vice President
3. Treasurer
4. Recording Secretary
5. Chaplain

ARTICLE VIII: ELECTION OF OFFICERS

At the November meeting, the membership shall consider both the candidates for office as suggested by the Board of Directors and any nominations (when seconded) that have been presented from the floor during the October meeting for inclusion into the ballot.

Election of officers will be conducted during the November meeting of each year and will be conducted by ballot. Before the calling for the casting of votes, campaign statements in support of a particular candidate may be made by the candidates for themselves or by others from the floor.

The election will be held following the campaign statements and the ballots will be tallied and the results made public before adjournment of the meeting. The President shall appoint an election committee of three, from the membership present, to tally the votes. The person(s) receiving the most votes for a given position shall be awarded that position.

One official club ballot shall be issued to each voting member via the October club newsletter. No other ballots may be used. If a voting member cannot be present at the November election meeting, he/she may vote by submitting a signed absentee ballot. All absentee ballots received by the Secretary after the election has been held shall be null and void.

The duly elected officers will assume office on January 1, of each year.

ARTICLE IX: DUTIES OF OFFICERS

1. PRESIDENT:

The President shall preside over all regular meetings of this association. The President shall take the initiative in assuring that all elected officers and board members fulfill the responsibilities of their office. The President shall conduct board meetings at least twice a year and shall be charged with the responsibility of assuring that all conditions set forth in the by-laws of this association are adhered to. The President shall be responsible for the issuance of "Certificates of Appreciation" to all guest speakers.

2. VICE PRESIDENT:

The Vice President shall, in the absence of the President, fulfill the President's responsibilities. Should the President resign or be removed from office, the Vice President shall assume leadership of this association for the remainder of the year. The Vice President will serve as the association's Quartermaster and maintain all associational property (projectors, TVs, etc.) and keep an accurate log of such property. The Vice President shall serve as "a second" to the Treasurer and have the ability to sign Associational checks.

3. TREASURER:

The Treasurer shall be responsible for the receipt of and disposition of all association funds. Upon receipt of membership dues and from the members or the Secretary, the Treasurer shall routinely deposit association funds with the banking institution maintaining this association's accounts. The Treasurer shall maintain an accurate and balanced statement concerning this association's funds on a quarterly basis. The Treasurer shall have the authority to sign association checks upon prior approval of the President. The Treasurer does not have the authority to authorize expenditures of this association's funds without prior approval of the President. The Treasurer shall be responsible for preparing all monetary statements required by law and for filing any State or Federal income tax reports as necessary. The Treasurer shall present a Treasurer's report at each monthly meeting.

4. RECORDING SECRETARY:

The Recording Secretary shall keep minutes of all monthly and board member meetings thereby maintaining a record for historical purposes of all business matters discussed. The Recording Secretary shall read the minutes of the previous monthly or board meeting for correction or approval, as directed by the President. The Recording Secretary also shall: read (or provide the gist of) important correspondence at each meeting; publish and distribute a monthly newsletter containing a notice of the next scheduled meeting and any other pertinent information of interest to the association; issue

membership cards; prepare and distribute the annual membership roster; and, be responsible for all correspondence issued by this association as delegated by the President.

5. CHAPLAIN:

The Chaplain shall open each meeting with prayer. The Chaplain shall also say grace at any dinner, picnic, or other such gathering.

6. SHOW CHAIRMAN:

A Show Chairman shall be selected by the Board of Directors for each year the association decides to conduct an annual Relic Show. The Show Chairman may be from the association's membership or someone outside of the organization. The Show Chairman shall be responsible for securing of the Show location, advertisement of the show, organization and layout of the show, collection of applications and fees, and all other matters important to a successful Relic Show. The Show Chairman shall have the option of creating a show committee to assist in organizing the show. Decisions on any of the above matters are subject to the approval of the President. The Show Chairman shall have the full cooperation of all of the association membership in the preparation of the Relic Show site, support during the show, and the cleanup of the site following the show.

7. COLLECTIVE DUTIES:

As a group the four officers of the association will constitute a Board of Directors whose unified duties shall include:

- 1) To approve or disapprove having an annual Relic Show and if so the Shows date, place, and time.
- 2) The selection of the Relic Show Chairman.
- 3) The preparation of the association's monthly agenda in advance to assure that speakers will be available for as many monthly meetings as possible.
- 4) As Board of Directors they shall prepare and present to the general membership of this association a suggested ballot of officers at the November meeting of each year.
- 5) The Board of Directors shall choose the monthly meeting place by a majority vote of the members of the Board of Directors.
- 6) The Board of Directors shall establish an association bank account such that the Treasurer and the Vice President may sign and issue checks from that account.

ARTICLE X: TERMS OF OFFICE

The terms of office for all elected Officers and Board members shall be for one year. The President's term shall not exceed two consecutive terms of office. All other officers are not subject to limitation of consecutive terms. The past President shall serve as an ex-officio for one year after the expiration of his current term.

ARTICLE XI: REMOVAL OF OFFICERS

If an officer proves to be negligent in his duties, or is found to be dishonest, that officer may be removed from office by a simple majority vote of the membership present at the meeting at which the issue is addressed.

ARTICLE XII: VOUCHERS

The officials of this association who incur expenses in fulfilling their duties as officials of this association are eligible for compensation for these expenses. This compensation will be granted upon forwarding to the President a completed voucher; upon approval by the President, the voucher will be forwarded to the Treasurer for issuance of payment.

ARTICLE XIII: AWARDS, PRIZES, & DONATIONS

Each guest speaker shall be issued a "Certificate of Appreciation". This certificate, signed by the President and the Vice President shall be forthcoming no later than two months following the presentation of the speaker. The certificate shall include the date of the presentation, the speakers name and the theme of the presentation.

Each guest speaker may also be given a monetary gift of \$50.00 immediately following the presentation as an additional token of the association's appreciation for the guest's time and effort.

Find of the Month Award - An award of an 18-inch by 12-inch wooden relic show box will be given to association member for the Best Find for each current month. The relic must be dug (excavated) during the preceding relic month and the relic must be present at the monthly meeting. In addition, a frame ready Certificate will be awarded. The Best Find of the Month will be determined by the voting of those members present at the monthly meeting. The item receiving the most votes will be considered the Find of the Month. Voting ties will be broken by a decision of the Officers. A member may only receive one prize for Find of the Month during each associational year. The month is considered from the day following the meeting day to and including the day of the next meeting.

Find of the Year Award - A prize of an extra large wooden relic show box will be awarded for the Best Find of the Year to the association member who recovers during the calendar year, the Best Find as determined by the voting of those members present at the

following year January meeting. In addition, a frame ready Certificate will be awarded. The Best Find of the Year can be any item dug by the member and brought to or otherwise displayed at any meeting during the year. Items dug in the month of December shall be displayed at the following January meeting and can be considered for both the find of the Month and find of the Year.

Donations – Donations to a worthy cause or organization can be brought before the association at any monthly meeting. However, a limit of a maximum expenditure of \$500.00 per year has been established by majority vote. ~~In addition, a limit of one donation per lifetime can be granted to any one organization or cause. [2/14/2012]~~

ARTICLE XIV: APPROVED EXPENSES

As long as funds are available, subject to approval of the President, standing authorization exists for the following incurrence of expenses:

- 1) Expenses necessary to provide a meeting place for this association.
- 2) Expenses incurred in the fulfillment of the duties of an office (i.e. – for the Secretary: paper, postage, printing, printer ink, etc.).
- 3) Find of the Month and Year Awards however, there will be a suspension of awards requiring the expenditure of funds until such time the associations treasury can support the giving of such awards.
- 4) Upon prior concurrence of the President, expenses may be allocated to bring in guest speakers who do not live in this area. These expenses would include mileage allowance, meals, and lodging for the evening.

ARTICLE XV: MAINTENANCE AND AUDIT OF ASSOCIATION FILES

The funds of this association shall be maintained by the Treasurer in the banking institution approved by the elected officials of this association. The funds shall be maintained in a checking account, savings account, or other security under the name of ***RAPIDAN RIVER RELIC HUNTERS ASSOCIATION***. The monetary records of this association shall be audited annually by two qualified members at large, selected by the board, and a report of their findings reviewed with the four elected officials of this association. The audit shall commence following the December meeting and a report made prior to January 30.

ARTICLE XVI: ETHICS

The following rules of ethics shall be followed by all associational members.

- 1) I Will respect private property and will not enter private property without the owner's permission and where possible, such permission will be in writing.
- 2) I Will take care to refill all holes and try not to leave any damage.
- 3) I Will appreciate and protect our inheritance of natural resources, wildlife, and private property.
- 4) I Will, as an ambassador for the hobby, use thoughtfulness, consideration and courtesy at all times.
- 5) I Will leave all gates as found.

ARTICLE XVII: MISCELLANEOUS ITEMS NOT OTHERWISE COVERED

- 1) A quorum necessary to conduct business of this association shall be at least one-third of the total voting membership.
- 2) Except as stated in ARTICLES IV AND XI, all decisions of this association shall be decided by simple majority vote. In case of a tie, the President shall decide the issue.
- 3) The provisions and by-laws of this Charter shall take effect immediately upon their adoption by the membership.

A quorum being present, this Charter was ratified by a majority vote of the membership at the regular monthly meeting held on July 12, 2011.

President Jamie W. Filled Date July 12 2011
Name

Vice President Earl Mesimer Date July 12 2011
Name

Treasurer Ray W. White Date July 12 2011
Name

Secretary Robert J. Painter Date July 12 2011
Name