

# **BYLAWS OF THE PINK FLAMINGO CHAPTER OF IADCCT**

## **ARTICLE I –NAME**

This organization shall be known as the PINK FLAMINGO Chapter of the International Association of Duncan Certified Ceramic Teachers, incorporated under the laws of the state of Ohio.

## **ARTICLE II – PURPOSE**

The specific and primary purpose is to establish communication among the certified Duncan Teachers to share and benefit by the experiences of others, to suggest and implement ways of being of service to local charitable organizations and institutions, to establish and maintain ethical business practices, and to elevate the level of ceramic education.

## **ARTICLE III – MEMBERSHIP**

### **SECTION 1 – QUALIFICATIONS:**

All members will have paid dues in IADCCT (must be a member of IADCCT). Membership is limited to those who have completed the Duncan Certification Program and have received a Certified Duncan Teacher Certificate.

### **SECTION 2 – ENROLLMENT:**

New members shall be enrolled upon receipt of the Membership Fee and verification of certification.

### **SECTION 3 – TERMINATION OF MEMBERSHIP:**

Any member may withdraw from the chapter by giving written notice of such intention to the secretary of the chapter.

Membership shall automatically terminate upon failure to pay dues within the thirty (30) days after dues become payable.

A person being a member of the chapter may have their membership terminated without cause by a unanimous vote of the Board or 2/3 vote of the membership.

## **ARTICLE IV – FISCAL YEAR**

The fiscal year shall coincide with the fiscal year of the IADCCT and shall begin on the first day of December and end on the last day of November each year.

## **ARTICLE V – DUES**

### **SECTION 1 – ANNUAL DUES:**

The annual dues shall be determined by the Board of Directors after a review of the financial status of the organization and shall be presented to the membership for vote.

Dues for any new member joining after 1<sup>st</sup> July shall be ½ (one half) of the annual dues.

### **SECTION 2 – PAYMENT OF DUES:**

Dues shall be payable in advance by the 30<sup>th</sup> of November each year.

### **SECTION 3 – DEFAULT AND TERMINATION OF MEMBERSHIP**

When any member shall be in default in payment of dues for a period of 30 days from the date that dues become payable, his/her membership shall be thereupon terminated automatically.

## SECTION 4 – REINSTATEMENT

A member who fails to pay annual dues may be reinstated within the current year upon payment of annual dues, with no break in service. Dues shall not be pro-rated for the purpose of reinstatement and the Board may establish a policy to assess a late fee penalty for late payment of dues.

## ARTICLE VI – MEETINGS

### SECTION 1 – REGULAR MEETINGS:

Regular meetings shall be held, with a minimum of 4 (four) meetings plus an Annual General Meeting shall be held each year. The Chapter Officers shall determine the month, date and place of the regular meetings.

### SECTION 2 – SPECIAL MEETINGS OF THE BOARD OF DIRECTORS

A special meeting of the Board may be called by the President or by petition to the President by ½ (half) of the Board. These meetings must have a minimum of 2 (two) week's notification. Postal votes are acceptable by members who are unable to attend the meeting.

### SECTION 3- SPECIAL MEETINGS OF THE CHAPTER:

Special meetings of the membership shall be called by the president with approval of a two-thirds vote of the Board of Directors and shall be called upon written request of twenty-five percent of the membership. Notice of a special meeting shall be sent to the members at least 30 days prior to the meeting. The purpose of the special meeting shall be stated in the call with the location, date, and time of the meeting. The quorum for a special meeting shall be twenty-five percent of the members.

### SECTION 4 – NOTICE:

Notice of all Annual Meetings, Chapter Meetings and Special Meetings shall be given in writing at least 30 days prior to such meeting, by notice in a newsletter, via electronic media, or email address and upon request, by mail to any member who does not have access to electronic media.

### SECTION 5- ATTENDANCE OF MEETINGS:

Attendance at all meetings shall be limited to all members. Guest shall attend by prior invitation, or approval by the Board. They (Guests) may be granted the privilege of speaking but who shall not have the privileges of membership..

### SECTION 6 – VOTING:

Each member in good standing shall have one vote.

### SECTION 7 – QUORUM:

A quorum for a meeting shall consist of at least 5 (five) members.

## ARTICLE VII – BOARD OF DIRECTORS

### SECTION 1 – POWER AND AUTHORITY:

The Pink Flamingo's Board of Directors shall have full power and authority over the affairs of the chapter for the 2 years they are members of the board, except as otherwise provided in the Articles of Incorporation, the IADCCT bylaws and these bylaws. The Board shall adopt special rules of order, standing rules, and policies to govern its proceedings and the organization's affairs, property, and activities over which it has power and authority. The currently elected officers shall serve as the Board of Directors. The President shall serve as Chairman of the Board and shall preside at all meetings.

### SECTION 2 – PERFORMANCE OF DUTIES:

The elected members of the Board of Directors shall on taking office immediately enter into the performance of their duties.

### SECTION 3 - DUTIES OF BOARD OF DIRECTORS:

The elected officers shall perform the duties as prescribed in these bylaws and perform such other duties as may be assigned by the IADCCT Board of Directors, by the President, and as prescribed in policies and standing rules and in compliance with the Articles of Incorporation. The Board of Directors shall:

1. Handle the affairs of the chapter in accordance with the Fifth Article of Incorporation, paragraph c and IADCCT bylaws.
2. Hold regular meetings as prescribed in these bylaws.
3. Correspond and communicate with members and other associations and organizations.
4. Devise and carry into execution such measures as it deems proper and expedient to promote the objects of the organization and to protect the interests and welfare of the membership.
5. Employ agents, when necessary, to facilitate proper execution of organizational business.

### SECTION 4 – BOARD MEETINGS:

- A. Regular meetings of the board shall be scheduled by the Board of Directors. Notice of board meetings shall be sent by mail, by phone call, or by electronic means and shall be given at least ten days prior to the meeting.
- B. Special meetings of the Board may be called by the President and shall be called upon written request of three members of the Board. Notice of special meetings shall include the subject matter and shall be given at least five days before the meeting.
- C. The Board of Directors shall be authorized, when necessary, to conduct meetings electronically by video-conference or teleconference and as stipulated in the special rules of order and standing rules. A quorum for all such meetings shall be the same as for any regular meeting of the Board. Electronic meetings shall be held at the call of the President or upon the request of three members of the Board.
- D. The President or the Board may authorize committees to conduct business electronically by video-conference or teleconference
- E. The minutes of all electronic Board meetings shall be ratified at the next regular meeting of the Board of Directors.

## **ARTICLE VIII – OFFICERS**

### SECTION 1 – OFFICERS

There shall be Officers elected.

The elected officers of this chapter shall be:

President  
Vice President  
Secretary  
Treasurer

### SECTION 2 – ELECTION OF OFFICERS:

The general membership shall elect the President, Vice President, Treasurer and Secretary for a term of 2 (two) years by mail ballot following a meeting in which the nominations are made.

### SECTION 3 – NOMINATIONS:

The nominating committee shall present a slate of candidates no later than the 3<sup>rd</sup> meeting of alternate years. The floor shall then be opened for nominations. Ballots shall be prepared and mailed to members in good standing. The candidate having the plurality of votes for that office shall be considered elected and installed at the annual meeting.

### SECTION 4 - REMOVAL OF OFFICERS:

Any officer may be removed from office at the pleasure of the membership by a ballot vote provided the President and Secretary have received a written petition signed by at least 50% of the members and as prescribed in the standing rules and parliamentary authority

## SECTION 5 – DUTY OF OFFICERS:

Duties of Officers shall be as follows:

- A. President: The President shall preside at all meetings and perform such other duties as are necessary and incident to the office of President.
- B. Vice President: The Vice President shall render the President any assistance as may be reasonable requested and shall perform the duties of the President in the event the President is absent or otherwise unable to act.
- C. Secretary: The Secretary shall take, Prepare and maintain the minutes of all meetings; (general and committee) he/she shall perform such other duties as are incident to the officer of Secretary.
- D. Treasurer: The Treasurer receives the annual dues, conducts the financial business of the chapter and makes recommendations to the Board regarding finance matters. He/She shall assure the accurate records of membership are maintained and make a monthly accounting to the Board of all monies received and expenses incurred. He/She shall have the books audited annually and present a yearly report to the Annual General Meeting.

## SECTION 6 - COMPENSATION OF OFFICERS:

Board members shall receive no salary or compensation, but any expenses incurred on behalf of the chapter may be reimbursed upon receipts presented to the Treasurer and approval of majority of members.

### **ARTICLE IX – COMMITTEES**

The President shall appoint standing committees and special committees with the approval of the board. The President shall be ex-officio member of all committees except the nominating committee. Committees shall not have the authority or powers of the Board of Directors.

A committee shall disband when it has completed the work for which it was formed and in any case shall cease to exist on the election of a new Board.

### **ARTICLE X – AMENDMENTS**

The by laws may be amended by mail vote of the membership, provided the proposed changes have been submitted to the Board of Directors in writing for prior approval. Then the proposed amendments to the by laws are to be mailed to the membership, along with a ballot to be returned within thirty (30) days. The passage of the amendment(s) shall require the affirmative vote of a plurality of the ballots returned.

### **ARTICLE XI – PARLIAMENTARY PROCEDURES**

Robert's Rules of Order newly revised shall govern the conduct of all meetings except as otherwise covered in these by laws. The order of business (agenda) shall be as suggested by the President and prepared by the Secretary.