

BYLAWS

Knoxville Area Dulcimer Club

Article I – Name

The name of the organization shall be the Knoxville Area Dulcimer Club, hereinafter referred to as the Club.

Article II – Purpose

The Knoxville Area Dulcimer Club is an educational, non-profit organization dedicated to teaching, sharing, and enjoying the playing of Appalachian and hammered dulcimers.

Article III – Membership

Any person may become a member by registration and payment of annual dues. The Club does not discriminate regarding race, color, creed, sex, or national origin.

Article IV – Executive Board

Section 1 – The Executive Board shall consist of the president, vice-president, secretary, treasurer, membership secretary, and three members-at-large who are elected by the membership and are authorized to act on behalf of the Club. Five members of the Executive Board shall constitute a quorum.

Section 2 – President, secretary, membership secretary, and one member-at-large shall be elected to two year terms beginning in January of even years. Vice president, treasurer, and two members-at-large shall be elected to two year terms beginning in January of odd years.

Section 3 – No officer shall be eligible to serve more than two consecutive terms in the same office, and no officer may hold more than one office at a time.

Section 4 – Vacancies in any elected office shall be filled by election by the Executive Board from a slate of candidates prepared by the nominating committee, except the office of president, which shall be assumed immediately by the vice-president.

Section 5 – A nominating committee of three shall be appointed by the Executive Board to serve for a one year term. It shall be the duty of this committee to nominate candidates for the offices to be filled. A slate of nominees for the following year should be presented at the annual meeting and published in the Club newsletter prior to that meeting; additional nominations from the floor may be made, consent to serve having been obtained from the nominee prior to the meeting.

Section 6 – A finance committee of 4 members will be created each fiscal year consisting of, the President, the Treasurer, a Board member as appointed by the President, and a member who is not a Board member as appointed by the President. The committee is responsible for performing a yearly audit in accordance with Addendum 1 to the bylaws. The responsibility of a yearly budget will be that of the Treasurer.

Section 7 – In the event that an elected office remains or becomes vacant, the Executive Board shall have the authority to appoint a temporary officer until such time as it can be filled for the remainder of the term.

Article V – Club Meetings

Section 1 – The regular general membership meetings shall be held monthly, at a time and place to be designated by the Executive

Board. Meetings are open to the public.

Section 2 – The Annual Meeting shall be in October for the purposes of receiving reports of officers and committees, electing officers, and conducting any other business which may arise. Only members may vote.

Section 3 – Special meetings may be called by the president, Executive Board, or by 20% of the members, two of which must be board members. A seven day written notice stating the business of the special meeting is required, and no business other than that stated in the notice may be transacted.

Section 4 – Twenty-five percent of the membership as of March 1 constitutes a quorum.

Article VI – Board of Directors

Section 1 – The Board of Directors is composed of the Executive Board, Committee chairmen, and the past president.

Section 2 – The Board of Directors shall act in an advisory capacity to the Executive Board and perform duties assigned by the Executive Board.

Section 3 – The Board of Directors shall meet no fewer than four times per year. Dates of board meetings shall be set by the president.

Section 4 – Special meetings of the Board of Directors may be called by the president, or by three board members.

Section 5 – KADC business may be conducted by use of e-mail. All motions, discussion, and votes conducted by e-mail should include all board members in the address section and all should "REPLY ALL" in conducting e-mail club business.

Article VII – Committees

Section 1 – Committees shall be created and disbanded by the president with the approval of the Executive Board.

Section 2 - The president shall be an ~~ex officio~~ member of all committees except the nominating committee.

Article VIII – Fiscal Policies

Section 1 – The fiscal year shall run from January 1 through December 31.

Section 2 – The books and accounts of the Club shall be kept in accordance with sound accounting practices and shall be open to inspection at any time by the Executive Board.

Section 3 – In the event of the dissolution of the Club, all assets and funds remaining after payment or provision of payment of all debts and liabilities of the Club shall be distributed to one or more organizations which are in compliance with Section 501(c) (3) of the United States Internal Revenue Code and which the Club has designated as a recipient by a 2/3 vote of members present at a meeting, notification having been sent thirty days prior to said meeting.

Section 4 – Comprehensive general liability insurance shall be secured by the board in the amount of \$1,000,000.00 dollars.

Article IX – Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with the Club bylaws.

Article X – Amendments to Bylaws

These bylaws may be amended by a 2/3 vote at any general membership meeting of the Club provided that the proposed amendment has been submitted in writing to the membership at least thirty days before the meeting.

Standing Rules of the Knoxville Area Dulcimer Club

Standing Rule 1 – Dues

Section 1 – The amount of annual dues shall be recommended by the Executive Board and voted by the 2/3 majority of the membership at the annual meeting for the following fiscal year.

Dues shall be prorated as follows for new members:

January 1 – June 30 at 100%,
July 1 – December 31 at 50%.

Section 2 – Dues for renewal are payable on January 1 and are considered delinquent if not paid by February 15. Members not paid by the March club meeting date will be dropped from the rolls.

Section 3 – Life member status provides for the recognition of Club members who perpetuate the goals and objectives of the Club. Any Club member may nominate another by written notice to the Executive Board outlining reasons for the nomination. A minimum of five years membership in the Club is required. No more than 10% of Club members can attain life member status at any given time. Upon approval by the board, these members are exempt from the payment of annual dues honoring their life member status.

Standing Rule 2 – Finances

Section 1 – The annual financial audit shall be completed within six weeks following the end of the fiscal year.

Section 2 – The annual budget shall be presented for approval at the annual meeting for the following fiscal year.

Section 3 – A year end financial report of all club funds shall be made available to the membership.

Section 4 – A quarterly financial report of all club funds shall be made available to the membership.

Standing Rule 3 – Special Events

Section 1 – The Executive Board shall be responsible for organizing and overseeing events involving a financial commitment and shall formulate appropriate policies for such.

Section 2 – Any monetary donation will be accepted and placed in the treasury.

This document contains the bylaws of the Knoxville Area Dulcimer Club as officially amended on:

August 12, 2001
March 12, 2006
October 27, 2007
January 25, 2009
October 25, 2015