

# CSNA Bylaws

Revised and Amended on January 24, 2009



## C.S.N.A. Bylaws

### Article 1: Name

The name of this organization shall be **California State Numismatic Association**, hereinafter, the Association.

### Article 2: Incorporation

The Association is incorporated under the "General Non-Profit Corporation Law" of the State of California.

### Article 3: Objects

The objects and purposes of this Association are to promote, extend, and protect numismatic activity throughout the state, and to foster and encourage the study of numismatics in all its forms and branches, as more fully set forth in the Articles of Incorporation of the Association.

### Article 4: Membership

Section 1. Any person or organization interested in numismatics is eligible to apply for membership. The membership classes of the Association shall be: Regular, Life, Associate, Junior, Club, and Club-Life.

Section 2. All members shall be entitled to all privileges of the Association, including the right to vote, hold office, and receive the official publication of the Association, with these exceptions:

- a) Associate members do not receive publications, and
- b) Junior members and Clubs may not hold office.

Section 3. Each member shall be entitled to one vote at meetings of the Association. Proxy voting is not permitted.

Section 4. Membership numbers will be assigned to new members in numerical sequence by the Corresponding Secretary. Letters indicating the membership class, followed by a hyphen, shall precede the number; Regular member numbers will be preceded by "R-", Associates by "A-", Clubs by "C-", Juniors by "J-", Life members by "L-", and Club-Life members by "CL-". Numbers shall not be

reassigned or used again. If a member's membership class changes, the member's letter prefix will be changed, but the numeric portion will remain unchanged.

### Section 5.

- a) Regular members shall be individuals, age 18 or older, and organizations other than "Clubs."
- b) Life members shall be individuals who have paid the appropriate Life membership fee.
- c) Associate members shall be spouses of Regular or Life members.
- d) Junior members shall be individuals under age 18.
- e) Clubs shall be organizations formed for their members' mutual enjoyment of numismatic collecting.
- f) Club-Life members shall be those member Clubs who have paid the appropriate Club-Life fee.

Section 6. The Executive Board shall have the power, by majority vote, to suspend the membership of, or to expel and terminate the membership of, any member upon conviction of a crime involving moral turpitude, or for any verified unfair practice involving numismatics, or for any conduct which, in its opinion, disturbs the order, dignity, business, or harmony, or impairs the good name, popularity, or prosperity of the Association. The proceedings of the Executive Board in such matters shall be final and conclusive.

### Article 5: Officers and Elections

Section 1. The officers of this Association shall be President, Vice President, Corresponding Secretary, Recording Secretary, Treasurer, Editor, Librarian, Historian, Curator, Director of Education, Bourse Coordinator, and nine (9) Directors, one of whom shall be the immediate Past President. The other eight (8) Directors shall include four (4) representatives from the southern part of the state and four (4) from the northern part. The dividing point for the southern and northern parts of the state will be the Tehachapi Mountains.

Officers shall be elected by a vote of the membership except the Librarian, Historian, Curator, Editor, Director of Education, and the Bourse Coordinator, who shall be appointed by the newly-elected President, upon the advice and recommendation of the Executive Board.

Section 2. A President Emeritus may be elected by a unanimous vote of the Executive Board.

Section 3. Officers shall be elected for terms of two years, taking office at the first convention of odd-numbered years, and shall hold office until their successors are duly installed. A nominating committee, appointed by the President, shall present its nominations for the elective officers of the Association at the second meeting of even-numbered years. Nominees must be members in good standing of at least one year.

Section 4. Elections shall be conducted by a written ballot mailed to all members of the Association in good standing if any positions are contested. A completely uncontested slate may be approved and elected by the membership present at the meeting where the nominations are presented.

#### Article 6: Dues

Section 1. Dues for membership shall be set by a majority vote of the Executive Board at a regularly scheduled Board meeting. Any person who has been a dues-paying member continuously for 50 years shall become a Life member without further dues or fees.

Section 2. Annual dues for members shall be payable to the Corresponding Secretary in advance on January 1st of each year. Any member who fails to pay required dues by March 31st shall be considered delinquent, in which case that member's name shall be dropped from the membership rolls and removed from the mailing list.

#### Article 7: Amendments

Bylaws may be adopted, amended or repealed as follows:

Section 1. A bylaw fixing or changing the number of Directors may not be adopted, amended, or repealed without the majority vote of a quorum at a meeting of members duly called pursuant to the bylaws.

Section 2. By the Executive Board, subject to the power of the members to change or repeal the bylaws.

Section 3. The vote of a majority of the members entitled to vote, or the vote of a majority of a quorum at a meeting duly called for the purpose according to the

bylaws.

Section 4. Proposed bylaw amendments must be sent by mail or email to each member of the Executive Board at least ten (10) days prior to the date of the meeting at which changes could be approved.

#### Article 8: Meetings

Section 1. An open board meeting of the Executive Board and the membership shall be held each year at and during the state convention of the Association; one to be held in the first six months of the year and the other in the last six months of the year. In the event the Association shall not hold a convention during any six-month period, the President, if he believes a meeting necessary, may designate a time and place for such meeting and give notice thereof in the official publication of the Association.

Section 2. Special Meetings of the Executive Board may be called by the President or any five members of the Executive Board by written notice given at least two weeks prior thereto, delivered personally or sent by mail or email to each member of the Executive Board.

Section 3. The Executive Board may act on motions between meetings, by mail or email, as follows:

a) Three (3) or more members of the Executive Board must submit the motion to the President to start action.

b) The President will then submit said motion to the Executive Board for a discussion period of seven (7) days. Discussions will be copied to all Board members.

c) After the seven (7) days provided for discussion, the President will ask Board members to vote during the following seven (7) days. Votes may not be cast early.

d) The motion will pass if a majority of all Board members eligible to vote reply in favor of the motion during the seven (7) days provided for voting.

#### Article 9: Conventions

Section 1. The Association shall meet in State Convention twice each year at such time and place as may be decided upon by the Executive Board and announced in the official publication of the Association published prior to said convention.

Section 2. A quorum for the transaction of business at any Executive Board or Membership meeting during a convention shall consist of those eligible members present during the meeting.

## Article 10: Duties of Officers

### Section 1. President

The President shall:

- a) preside at all meetings of the members and of the officers, deciding all points of order,
- b) perform all other duties incidental to that office and such duties prescribed from time to time by action of the members,
- c) shall appoint chairpersons of all committees; appoint all regular committees and special committees except when otherwise voted, and shall be ex-officio member of all committees.
- d) The President shall appoint the appointive officers of the Association upon election to office.
- e) The President may cast a vote in the event of a tie.
- f) In case of vacancy in any office, the President shall have the power to appoint a successor to fill the unexpired term of such vacancy.

### Section 2. Vice President

The Vice President shall:

- a) assume the duties of the President in event of the absence or inability to act of the President,
- b) aid and assist the President in the discharge of duties at all times, and
- c) perform such other duties as may be from time to time assigned by the President.

### Section 3. Corresponding Secretary

The Corresponding Secretary shall:

- a) keep an accurate record of the Association's membership,
- b) receive all monies for membership dues and turn same over to the Treasurer,
- c) present a written report at each official meeting of the Association,
- d) attend to the mailing of membership notices and election ballots,
- e) perform such other duties as may be assigned by the President, and
- f) upon expiration of the term of office, turn over

to the successor all membership records, secretarial supplies, and funds, taking a receipt therefore.

### Section 4. Recording Secretary

The Recording Secretary shall:

- a) attend all meetings of the Executive Board,
- b) keep true and correct minutes and records of the proceedings of all such meetings, and
- c) see that each Board Member and Officer receive a copy of these proceedings.
- d) Maintain file copies of all minutes and officers' reports which are made or presented at meetings of the Executive Board.
- e) In the event of inability to attend a scheduled meeting, the President shall appoint a temporary Recording Secretary for that meeting.

### Section 5. Treasurer

The Treasurer shall:

- a) attend all meetings of the Association, and render a written financial report at each meeting of the members,
- b) receive and have custody of and be responsible for all funds and securities of the Association, and deposit same in the bank with which the Association is doing business.
- c) The Treasurer shall pay all duly authorized bills.
- d) Upon expiration of term of office, the Treasurer shall turn over to successor all books, records, securities and funds, taking a receipt therefore.
- e) In the event of inability to attend a meeting of members, the Treasurer shall see that books, records, and reports are available at the meeting.

### Section 6. Librarian

The Librarian shall:

- a) have charge of all books, pamphlets, and periodicals which the Association may acquire.
- b) Give access thereto to the members, as prescribed by such library rules as may be in force at the time.
- c) The Librarian shall render reports as requested.

### Section 7. Historian

The Historian shall keep an historical record of the

Association and make reports thereof.

#### Section 8. Curator

The Curator shall:

- a) have charge of all coins, medals and numismatic items which the Association may acquire, and
- b) exhibit such collections for educational purposes.

#### Section 9. Editor:

The Editor shall have full charge of editing and publishing the official publication of the Association. The Editor may appoint two assistant editors, one from the northern part of the state and one from the southern part of the state, to assist the Editor in these duties.

#### Section 10. Director of Education

The Director of Education shall have general supervision over all forums, symposiums, and other educational activities conducted by the Association, and as the Executive Board may from time to time direct.

#### Section 11. Bourse Coordinator

The Bourse Coordinator shall be responsible for acquiring coin dealers for CSNA coin bourses, and shall have general supervision of dealer table assignments, collect bourse fees, and resolve any grievances at those events. This officer shall be appointed only during years in which CSNA operates its own bourse during State Conventions.

#### Section 12. Directors:

The Directors shall attend all meetings called by the President. Each Director shall be a voting member of the Executive Board and shall assist the officers in any way possible.

#### Section 13. Executive Board

The President, Vice President, Corresponding Secretary, Recording Secretary, Treasurer, Librarian, Curator, Historian, Editor, Director of Education, Bourse Coordinator (if any), and nine Directors shall constitute the Executive Board. Each person who is a member of the Executive Board shall have one vote in all deliberations of the board. The above-named officers shall manage the affairs of the Corporation.

#### Article 11: Bank Deposits and Withdrawals

Section 1. The signatures of the President, Recording Secretary, and Treasurer shall be filed at the bank with which the Association maintains its commercial checking account, and the signature of any one of the three officers shall be necessary for the drawing of checks and drafts.

Section 2. The signatures of the President, Recording Secretary, and the Treasurer shall be filed at the bank or other depository with which the Association maintains its savings account, and the signatures of any two of the three officers shall be necessary for the the withdrawal of such funds.

Section 3. Deposits in any banking institution with which the Association transacts business may be made by either the President, Recording Secretary, or the Treasurer.

#### Article 12: Representatives

The President may appoint representatives of this Association in such communities as the President may select for the purpose of furthering the aims of this Association.

The CSNA Bylaws were originally adopted November 1967.  
CSNA Bylaws were readopted in full as amended above on January 24, 2009

*Please do not distribute older versions of these Bylaws.*