

Constitution of the Motor City Aquarium Society

Article I **Name**

- A. This organization shall be called the "Motor City Aquarium Society". It will be a non-profit organization and in no form will any member of the organization receive any of the net earnings or assets.
- B. The official publication of the Motor City Aquarium Society shall be called the "Tropiquarium".

Article II **Aims and/or Purpose**

- A. To further the study of all forms of aquatic life.
- B. To exchange information.
- C. To encourage the display and propagation of aquatic life forms.

Article III **Membership**

- A. The membership of this organization shall be open to all persons who have an interest in aquatic life.
- B. The general membership shall consist of six classifications:
 - 1) Adult - any person 18 years and older.
 - 2) Adult Family - Husband, Wife, and children residing at home under 18 years.
 - 3) Junior - any person 12 to 17 years of age.
 - 3) Lifetime Membership - awarded to those who acquire 300 B.A.P. points. Lifetime
 - 4) Members shall enjoy all privileges of the society. Lifetime members shall designate once a year to a member of the Executive Board their continued interest in the hobby.
 - 5) Honorary Membership - awarded at the discretion of the Executive Board. Honorary members shall enjoy all privileges of the society. Honorary members shall designate once a year to a member of the Executive Board their continued interest in the hobby.
 - 6) Honorary Lifetime Membership - see Article XIV.
- C. A member in good standing shall be defined as any person who has paid the prescribed annual dues or who has not voluntarily withdrawn or has been suspended from membership.
- D. Visitors 12 years of age or older are invited to attend up to 2 general meetings prior to joining the society.
- E. Dues shall be determined by the Executive Board and reviewed annually. Current dues will be posted in the Tropiquarium. All members must pay their annual dues in one payment within 60 days from the date of expiration.
- F. Any member in arrears shall be notified that they are being suspended from the rolls of the organization.
- G. In the event a member is unable to pay his/her dues, action will be left to the discretion of the Executive Board.

Article IV **Meetings**

- A. A general meeting of the society shall be held once a month.
- B. The business meeting of the Executive Committee shall be held within ten days of the general meeting. All business meetings shall be open to all members.
- C. The Annual Meeting shall be the first meeting of the fiscal year; all others shall be known as General or Business.
- D. A meeting quorum shall be:
 - 1) Business: 2 members of the Executive Board and half of the Board of Directors.
 - 2) General: 2 members of the Executive Board and the general membership present at a General Meeting.

Article V **Officers**

- A. Compositions of the Executive Board shall be the following:
 - 1) President
 - 2) Vice-President
 - 3) Secretary
 - 4) Treasurer
 - 5) Board of Directors
- B. No member shall hold more than one elected office.
- C. The Board of Directors shall number not less than two and no more than eight. The actual number to be determined by the size of the general membership, having one director for approximately each 15 paid memberships at the time of election.
- D. No more than two members of an immediate family shall simultaneously hold positions on the Executive Board and/ or committee chairpersonships or co chairpersonships.

Article VI **Duties of Officers**

A. President

- 1. Preside at all meetings of the society
- 2. Exercise general supervision over club activities.
- 3. Appoint committee chair people with the approval of the Executive Board after publication of available positions for a period of at least one month prior to appointments.
- 4. Enforce the Constitution and By-Laws.
- 5. Shall strive to notify Executive Board personally of special business meetings at least 48 hours prior to said meeting.
- 6. Must appoint an Auditing Committee of at least three members in good standing, to audit the Treasurer's accounts prior to the end of the fiscal year.
- 7. Vote only in case of a tie.
- 8. May convene a special meeting as necessary.

B. Vice - President

1. Shall preside in the absence of the President and perform all duties of that office.
2. Shall act as a parliamentarian at all meetings.

C. Secretary

1. Shall take and keep accurate minutes of the club meetings.
2. Provide minutes for timely publication in the Tropiquarium.
3. Retain club correspondence file and membership roster.
4. Shall preside over meetings in the absence of all other officers.

D. Treasurer

1. Shall retain an accurate record of all funds collected and pay all bills approved by the Executive Board.
2. Shall summarize a statement of accounts at each business meeting in writing, provide a copy for file, and make available said monthly statement to the general membership at general meetings.
3. Provide an annual financial report.
4. Preside over meetings in the absence of the President and Vice-President.

E. Board of Directors

1. The Board of Directors shall be responsible to the general membership for all formulation and implementation of specific policies and programs of the Society.

Article VII **Election of Executive Board**

- A. Nominees for office must be adult members in good standing.
- B. Nominees for Board of Directors may be adult or junior members in good standing.
- C. A Nominating Committee will be formed at least two months prior to elections. The committee shall collect names of nominees and follow written procedures supplied by the executive Board.
- D. Nominees for elected positions shall be chosen by the general members at a general membership meeting.
- E. Board of Directors shall be elected for two years and terms shall be staggered to retain continuity.
- F. Ballots for Board of Director positions shall clearly distinguish between full terms and unexpired vacancies.
- G. Officers shall be elected for one year.
- H. Elections shall be conducted at the last general meeting of the fiscal year.
- I. President and vice-president must have served one term on the Board of Directors.

Article VIII **Committees**

A. Standing committees are as follows:

1. **Membership:** shall be responsible for the recruiting of new members, greeting new and prospective members at club functions, maintaining a current list of members.
2. **Program:** shall have the responsibility of planning and carrying out all programs for regular monthly meetings.
3. **Social:** shall be in charge of refreshments at regular meetings and at all social functions; turn over all moneys collected in excess of the budgeted amount to the treasurer.
4. **Breeders Award Program (B.A.P.):** maintain a file of fish bred and by who, keep a listing of names of participating members and their current up-to-date point total. Assure that all rules and regulations pertaining to the B.A.P. are followed and to give to the Tropicarium editor a copy of all written materials or programs for publication or name of the persons who are to give talks to the Program Chairperson. Have a list of program members' names and point totals, published each month in Tropicarium.
5. **Bowl Show:** Keep records of the monthly bowl show results. Issue first, second, and third place certificates for each month's winners. Enforce all rules and regulations governing and competition. Have a list of the participating general members and their point totals, as well as the fish, or fishes, to be shown the following month, published monthly in the Tropicarium.
6. Standing committees shall also include the **editor, exchange editor, librarian, and F.A.A.S. representative.** These persons shall also have a vote as described in Article IX, Section C (2).

B. Special committees shall be those committees deemed necessary by the Executive Board.

C. Any proposed changes in the functions, rules, or operation of any committee shall require Executive Board approval only. Such accepted changes shall be published in the Tropicarium within a month of aforementioned approval.

Article IX **Voting**

A. General Meeting: All members 12 years and older shall have a vote.

B. Family Membership: Each family shall have no more than 2 votes.

C. Executive Board:

- 1) All members of the Executive Board shall have a vote with the exception of the President, who shall vote only in the case of a tie.
- 2) The chair people of all standing committees shall have a vote.
- 3) All temporary committee chair people shall enjoy all privileges of the Executive Board with the exception of voting.

Article X Section I **Removal of an Officer**

A. An elected officer may be removed from that office by one of the following methods:

- 1) A 2/3 majority vote of all Executive Board and standing committee chair people.
- 2) A 2/3 majority ballot vote of the General Membership in attendance at a general meeting.

- B. An elected officer who shall miss, without good reason, any two consecutive board meetings, without approval of the Executive Board, shall be removed from his or her office.
- C. An elected officer whose removal is pending shall be given notification prior to the removal date.

Article X Section II **Vacancies**

- A. Should a vacancy occur in the office of President due to removal or resignation, the Vice-President shall assume the office.
- B. Should a vacancy occur in any other office, the President shall appoint a replacement to serve until the next election, subject to the approval of the Executive Board and standing committee chair people.
- C. Resignation shall be made in writing and submitted at the first available board meeting.

Article XI **Suspension of General Member**

- A. A member accused of committing a dishonorable act or working against the interests of the Society, and against whom written charges have been preferred by any member, after a hearing at a duly approved meeting and a 2/3 vote of the members present, be suspended from membership in the Society.
- B. All concerned shall be notified in advance.

Article XII **Constitutional Changes and Amendments**

- A. Any changes or amendments to this constitution may be made in writing through the Executive Committee and must be accepted by a 2/3 ballot vote of the General Membership.
- B. Any proposed amendments or revisions shall be printed in at least two monthly publications and discussed at the following General Meeting before voting.
- C. This constitution shall be in effect for five years at which time it must be reviewed and updated as necessary.
- D. This constitution replaces all previous constitutions.

Article XIII **Dissolution**

- A. If and when it becomes necessary to dissolve this organization, all physical properties, except the library, shall be liquidated. After physical payment of its financial obligations, all remaining proceeds, club accounts, and library will be donated to the City of Detroit, Michigan with the expressed intent that this donation shall be used to improve the Belle Isle Aquarium.
- B. If this donation cannot be accepted or if then existing laws prohibit the donation, a special meeting of the Executive Board shall determine an alternative to Part A.
- C. As a final act, the President of M.C.A.S., or other designated members, shall notify in writing all Government Agencies with which M.C.A.S. may at that time be registered, of the dissolution of M.C.A.S. and the dispersal of its properties.

Article XIV **Honorary Lifetime Membership**

- A. The Executive Board has the option of awarding one Honorary Lifetime Membership each year, but is not required to do so.
- B. Any member can nominate another member in good standing for Honorary Lifetime Membership status by submitting a written list of qualifications to the Board of Directors.
- C. Applicant's qualifications must be presented to the Executive Board at the February board meeting. The Executive Board will review the qualifications and vote at the May board meeting with a 2/3 majority vote of the Executive Board required for approval.
- D. The Honorary Lifetime Membership will be awarded at the June general membership meeting.
- E. The applicants' qualifications must consist of at least five of the following:
 - 1) A minimum of seven consecutive years of membership in M.C.A.S.
 - 2) Must have served one term as a director and one term as an officer other than the Board of Directors.
 - 3) Must have served as a committee chairperson of one of the following committees for a minimum of one year:
 - a) Librarian
 - b) Membership Chairperson
 - c) Raffle & Prize Chairperson
 - d) Social Chairperson
 - e) Auction Chairperson
 - f) Open House Chairperson
 - 4) Must have been a chairperson of one of the following programs for at least two consecutive years
 - a) Bowl Show
 - b) Breeder's Award
 - c) Horticultural Award
 - d) Program Chairperson
 - e) F.A.A.S. Representative
 - 5) Must have served on the following Tropiquarium staff for at least two consecutive years in one position or for at least one year in two different positions of the following:
 - a) Advertising
 - b) Publisher
 - c) Editor
 - d) Exchange Editor
 - e) Collating Director
 - 6) Must have presented a minimum of at least five programs at the general membership meetings of M.C.A.S.
 - 7) Must have placed first, second, or third in one of the following annual programs:
 - a) Bowl Show
 - b) Breeder's Award
 - c) Horticultural Award
 - d) Author of the Year
 - 8) Must have participated in at least two of the following areas:
 - (a) Hosted at least five Board Meetings.
 - (b) Organized at least two different types of outside club activities examples include:
 - I. Shop Hop
 - II. Collecting Trip
 - III. Field Trip

- IV. Host an Open House
- V. Serve on the Water Wonderland Show Committee

F) To demonstrate a continued interest in M.C.A.S., all Honorary Lifetime Members must participate in one or more of the following:

- 1) Write an article of 350 words or more each year for the Tropiquarium
- 2) Host at least one Executive Board meeting per year.
- 3) Present a program on a fish related subject at a General Membership meeting.
- 4) Serve on a committee or stand on the Executive Board.
- 5) Register at least 30 points per year in the B.A.P.
- 6) Participate in two Bowl Shows per year.
- 7) Actively participate in the Annual Show and/or Auction.