

Hamilton Township Philatelic Society Constitution

Article I – Name and Objectives

1. The **Society** shall be known as the **HAMILTON TOWNSHIP PHILATELIC SOCIETY**.
2. The objective of the **Society** is the promotion of Philately (the collecting of stamps and study of postage stamps and other postal items) through knowledge and fellowship.
3. This **Society** is a not for profit organization.
4. The **Society** will authorize a newsletter to be published monthly or as deemed appropriate by the Executive Committee and or the Editor.

Article II – Membership and Dues

Section A – Membership Requirements

1. Any person interested in philately is eligible for membership. Those under 18 years of age are to be considered junior members.
2. All members must complete an application form stating their name, address, telephone number, e-mail address, membership to other societies/organizations with their member number, collecting interest, etc.
3. This information is strictly confidential.
4. In case a member is found to be disruptive or performing unethical transactions, he/she may be subjected to a disciplinary hearing and may be expelled with or without cause from the **Society**, after a majority vote of the Executive Committee.

Section B – Dues

1. A dues structure shall be determined by resolution of the **Society** membership.
2. Dues are payable by the January meeting and prorated after the June meeting.
3. A member who has failed to pay dues by the following March meeting may be dropped from the membership roll at the discretion of the Executive Committee.
4. Members may be reinstated at any time, after dues are paid.

Article III – Officers/Executive Committee, Duties and Elections

Section A – Officers

1. All members in good standing are eligible to be nominated as officers.
2. The elected officers shall be a President, Vice President, Secretary and Treasurer.
3. The Executive Committee shall be composed of the four elected officers, the immediate past President, a minimum of two non-dealers and up to eight (8) members in good standing appointed by the President with the approval of the Elected Officers.
4. No officer shall receive compensation for services in the performance of his/her office, except for reimbursements for authorized expenses.
5. Unexpected vacancies will be appointed for the rest of the respective term, by the President with approval of the Executive Committee.

Section B – Duties

1. **President:** The President shall preside **Society** meetings and functions, maintain order, enforce the constitution, appoint committees and assume the responsibilities normally inherent to the office.
2. **Vice President:** The Vice President shall assist the President in his/her responsibilities, shall preside **Society** meetings and functions in the absence of the President and shall assume the responsibilities normally inherent to the office. If the office of the President should become vacant, the Vice President shall become President and nominate a member to serve as Vice President.
3. **Secretary:** The Secretary shall take minutes of all business meetings, document extra meetings or other important business, maintain a membership roster, send out appropriate meeting notices, and shall assume the responsibilities normally inherent to the office.
4. **Treasurer:** The Treasurer shall receive and disburse all funds, issue membership cards, provide the membership with a monthly book of accounts, maintain the checking account and shall assume the responsibilities normally inherent to the office which will also include the submission of an annual budget for final review to the membership every September.
5. **Executive Committee:** The Executive Committee shall conduct all **Society** business and be responsible for the general welfare of the **Society**. One of its members shall be responsible for the monthly programs (Speakers, lectures, APS slide shows, etc.).

Section C – Elections

1. Nominations for officers shall occur at the April meeting for all members in good standing.
2. All nominations shall be from the floor.
3. Elections shall be held at the May meeting.
4. The term of office shall commence at the Installation Meeting in June and shall terminate at the following Installation Meeting.

Article IV – Meetings

1. Meetings are to be held on a regular basis at a time and place convenient to the majority of members.
2. Additional meetings may be called at the discretion of the President and or the Executive Committee.
3. The business meetings shall be conducted with some deference to Robert's Rules of Order, Revised.
4. No philatelic material may be shown and/or sold during the business portion and the program portion of the meeting, unless it is necessary for the conduct of the meeting.
5. Members shall be notified of all meetings either via regular US mail, e-mail, phone or publication in an area newspaper. If a member requests an individual reminder of a meeting; it will be provided by the Secretary of the **Society**.

6. Additional pertinent information may be viewed on the society's website.
7. A quorum shall consist of one third of the members in good standing.
8. An HTPS Executive Board meeting must be held in August and March. The purpose of the August meeting is to review the proposed annual budget, to confirm the list of monthly speakers and planned activities for the upcoming year. The March meeting is to create a list of prospective candidates for nomination to the membership at the April meeting.

Article V – Amendments

1. Any member in good standing may propose an amendment to this constitution.
2. All amendments must be presented in writing to the President one month prior to presentation to the **Society**.
3. All proposed amendments must be publicized to the entire **Society** membership.
4. A majority vote of two thirds of members present shall be necessary to amend the constitution.

Article VI- Conflicts of interest

1. No contract or other transaction between the society and one or more of its members, or between the **Society** and any other association, firm, committee, or other entity in which one or more of the officers are directors or officers, or have substantial personal, professional or financial interest, shall be approved without a majority vote of the Executive Committee.

Article VII- Dissolution

1. Upon dissolution after payment of all debts, no part remaining assets may be distributed to any member or officer of the society, but shall be distributed in accordance of the law, provided, however, that the distribution must be to another organization exempt under the provision of the United States Internal Revenue Code.
2. At the time of dissolution the disbursement of the remaining funds shall be as follows:
 - a- 50% to the Hamilton Public Library
 - b- 50% to the American Philatelic Society or as determined by the Executive Committee.
3. Any equipment or property will be donated as directed by the Executive Committee.

22 Sept 1993

(Revised December 15, 2009)

(Revised February 22, 2017)