

WATERLOO COIN SOCIETY

Constitution and By-Laws (Amended 2012)



The purpose of the Waterloo Coin Society (WCS) is to encourage and promote the collection and study of coins, tokens, paper money, medals, badges, trade money, and other currency related collectables, to cultivate fraternal relations among collectors, and to acquire and dispense numismatic knowledge.

The constitution and/or its by-laws may be amended by a majority vote at an annual meeting. Written proposals for amendment must be approved by the Executive Committee and published in the monthly newsletter prior to the annual meeting.

Article 1: Membership: Members are classified as follows:

- (a) Regular Members are those eighteen years of age and older.
- (b) Junior Members are those under eighteen years of age.
- (c) Spousal Members are those 18 years of age and older who is a spouse to a Regular member or Life-time Honorary member in good standing.
- (d) Life-time Honorary Membership may be granted in recognition of outstanding service after approval by the executive committee and a majority of the membership at an annual meeting.

Applications for membership will be received by mail or in person at any meeting of the members and may be approved by a vote of the members.

Article 2: Dues:

Annual dues will be determined by the Executive Committee and may be revised as necessary. All changes in the dues will be published in the monthly newsletter.

To maintain membership privileges, dues are payable each year on or before January 31.

Article 3: (a) Officers: The officers of the club will be known collectively as the Executive Committee and will consist of the President, Vice-President, Secretary, Treasurer, and at least four Directors. The Immediate Past-President will be an ex-officio member of the Executive Committee.

(b) Term: The officers will be elected for a term of two years and may be re-elected.

Article 4: Duties of Officers

(a) President: The president shall preside at all meetings of the club and Executive Committee and shall be a member of all committees except the nominating committee.

(b) Vice-President: The vice-president shall assume all duties of the president in the absence of the president and shall become president in the event the president's office becoming vacant.

(c) Secretary: The secretary shall keep minutes of all meetings, handle correspondence, and issue all notices that may be required by the Executive Committee.

(d) Treasurer: The treasurer shall account for all monies received and paid by the club, be responsible for membership dues and lists, maintain meeting registers, present financial statements at the annual meeting, and present financial reports as needed at Executive Committee meetings.

All funds will be kept in the name of the club at a chartered bank and all cheques will be signed by the treasurer or president.

(e) Directors: The directors shall carry out duties and projects as assigned by the president.

WCS Constitution and By-Laws (continued)

Article 5: Meetings:

(a) Monthly Meetings: Meetings of the members will be held on the second Tuesday of each month at a time and place set forth in the monthly newsletter which shall be mailed or sent electronically to members at least five days prior to the meeting.

(b) Executive Committee: The Executive Committee will normally meet four times a year or at other times as determined by the president. A quorum consists of the president or vice-president and at least half of the remaining officers.

(c) Annual Meeting: The annual meeting will be held each year at the beginning of the members' meeting on the second Tuesday of January.

Article 6: Nominating Committee: A nominating committee will be named by the president at the October meeting. The committee will report at the November meeting at which time additional nominations may be made from the floor. Balloting, if necessary, will take place at the December meeting with those elected taking office on January 1.

Proxies are not permitted in the WCS for any meeting.

Article 7: Code of Conduct: All members shall abide by the WCS Constitution, its By-Laws and approved policies. Members will not use the assets of the WCS, or their position within the club for personal gain. Any member who behaves, by word or deed, in a manner that is detrimental to the well-being of the WCS or its members will be, after being warned by the president both verbally and in writing, subject to expulsion from the club. Expulsion of a member requires a two-thirds majority vote of those present at a club meeting. Prior to this vote, the offending person will have the opportunity to speak in his/her own defense.

Article 8: Dealer Tables: All dealers at monthly meetings must be members of the WCS. Any member, with the permission of the Executive Committee, may display or sell numismatic material during the same times afforded to dealers.

Article 9: Monthly Auction: Any member in good standing may submit numismatic materials to the auction chairman for sale at the monthly meeting auctions. A sales commission, as determined by the Executive Committee, will be charged on each auction lot that is sold.

Article 10: Fiscal Year: The fiscal year ends on December 31. The president shall appoint one or two members to audit the books after this date and prior to the annual meeting.

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