

WATERLOO COIN SOCIETY

CONSTITUTION AND BYLAWS Effective 2021-01-12



The purpose of the Waterloo Coin Society (W.C.S.) 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 eighteen years of age and older and who are a spouse to a Regular Member (or Lifetime Honorary Member) in good standing.
- (d) Lifetime Honorary Members are those who have been granted this status in recognition of outstanding service after approval by the executive committee and a majority of the membership at an annual meeting.

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: Executive Committee

- (a) Officers: The officers of the Society will be known collectively as the Executive Committee and will consist of the President, Vice-President, Secretary, Treasurer, and at least four (4) directors. The Immediate Past-President will be an ex-officio member of the Executive Committee.
- (b) Appointment: The President may, with the consent of two (2) or more of the Vice-President, Secretary and Treasurer, appoint any eligible person to any position on the Executive Committee at any time.
- (c) Dismissal: Any member of the Executive Committee may be dismissed from their position by a majority vote of the remaining members of the Executive Committee.
- (d) To be eligible to serve as President, the candidate must have previously served on the Executive Committee in any role for a minimum of two (2) years.
- (e) To be eligible to serve as Vice-President, the candidate must have previously served on the Executive Committee in any role for a minimum of one (1) year.
- (f) To be eligible to serve in any other role on the Executive Committee, the candidate must have previously been a member in good standing of the Society for a minimum of one (1) year.

- (g) All members of the Executive Committee must be members in good standing of the Society for the duration of their service on the Executive Committee. Should their membership status lapse, their term on the Executive Committee shall cease immediately.
- (h) In the absence of a qualified and willing candidate to serve in a particular position, the Executive Committee may appoint by a majority vote any of themselves to the applicable position.
- (i) The offices of members of the Executive Committee are of no fixed term and are not limited in duration.
- (j) The governing body of the club shall be the Executive Committee. The duties of the Executive Committee are generally to carry on and direct the affairs of the Society.

Article 4: Duties of Officers

- (a) President: The president shall preside at all meetings of the Society and Executive Committee and shall be a member of all committees.
- (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. The vice-president shall carry out duties and projects as assigned by the president.
- (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 Society and present financial reports as needed at Executive Committee meetings. All funds will be kept in the name of the Society at a Canadian chartered bank. The treasurer shall maintain the official membership list.
- (e) Directors: The directors shall carry out duties and projects as assigned by the president.

Article 5: Meetings

- (a) Monthly Meetings: Meetings of the members will be held at a time and place as determined by the Executive Committee and set forth in the monthly newsletter.
- (b) Executive Committee: The Executive Committee will meet at least four times a year at times and places as determined by the president. A quorum consists of the president or vice-president and four other officers.
- (c) Annual Meeting: The annual meeting will be held at the beginning of the first members' meeting of each year.

Article 6: Official Publication

The official publication shall be "The Waterloo Coin Society Newsletter" which shall be published twelve times per year and at least 5 days prior to each monthly meeting, insofar as possible. It shall be the club's primary means of communication with its members and any advice or communications required to be given to members will be deemed to have been received if published therein. The Newsletter may be published in printed form and/or electronically.

Article 7: Code of Conduct

All members shall abide by the W.C.S. Constitution and its By-Laws. Members will not use the assets of the W.C.S. 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 W.C.S. 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 W.C.S. 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 coordinator 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.

Amendment History

- January 2021: Abolition of Nominating Committee, establishment of appointment, dismissal and eligibility rules for the Executive Committee.
- April 2012: Conversion of Family members to Spousal, etc. members.