

Bylaws for Mid-America Chapter of The Coca-Cola Collectors Club

**Article One: Name**

**Section One:**

This organization shall be known as the Mid-America Chapter of The Coca-Cola Collectors Club (herein referred to as the Chapter).

**Section Two:**

The Chapter shall be governed by these bylaws which may be amended as needed in accordance with the provisions herein.

**Section Three:**

The Chapter is expected to adhere to the bylaws of The Coca-Cola Collectors Club (herein referred to as TCCCC) as they pertain to Chapters.

**Article Two: Purpose**

**Section One:**

The Chapter will be a nonprofit organization, providing education to and promoting fellowship among those interested in the history and memorabilia of The Coca-Cola Company. The Chapter will strive to maintain good relations with TCCCC and The Coca-Cola Company and operate in harmony with their policies.

**Article Three: Membership**

**Section One:**

Members are expected to maintain membership in TCCCC

**Section Two:**

Members in good standing shall be those persons who maintain their status by prompt payment of dues and by conduct that will have no detrimental effect upon TCCCC, the Chapter, and their members.

**Section Three:**

A member whose conduct reflects against the character of the Chapter, or violates common rules of courtesy and fairness concerning its members, may have his/her membership suspended following a hearing by the Board of Directors (herein referred to as the Board) and at least a 2/3 affirmative vote by those present and voting at a regularly scheduled Chapter meeting.

**Section Four:**

Membership in the Chapter is open to any interested person (s) age 14 years and over. There will be two categories of membership. Both categories of membership will receive all Chapter benefits and publications.

1. Single Membership - This category receives one vote.
2. Family Membership - This category receives two votes. A family membership will have a primary and associate classification. A family membership may have as many associates attached to the membership as they choose.

**Section Five:**

Each household will receive one newsletter, regardless of the number of members residing at that household.

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**Article Four: Dues and Assessments**

**Section One:**

The Dues shall be evaluated every year by the Board. All proposed changes shall be brought to a vote before the membership, with notification of the voting issue published in the Chapter newsletter prior to a scheduled Chapter meeting. The membership shall be informed of any changes in the annual dues through the Chapter newsletter

**Section Two:**

Dues shall be payable upon joining and on July 1st of each year. Dues will be considered delinquent if not paid by August 1st. New memberships established before April 1st shall pay full dues for the remainder of that year. Annual dues paid by new members after April 1st shall cover the remainder of that year and the following year.

**Section Three:**

Annual dues are payable directly to the Chapter Treasurer.

**Article Five: Disbursements**

**Section One:**

Signature authority for Chapter disbursements shall rest with the President, Vice President, and Treasurer.

**Section Two:**

The Chapter's assets may not benefit any person having a personal and/or private interest in the activities of the Chapter without approval by the Board.

**Article Six: Officers**

**Section One:**

The elected officers of the Chapter shall be the President, Vice President, Secretary, Treasurer, Editor, and Historian.

**Section Two:**

The election year is defined as August to August of each year. Officers shall be nominated at the scheduled June meeting of each year. Elections shall take place at the August scheduled meeting of each year. Elected officer shall assume office immediately following the election. ALL officers must be members in good standing by the National TCCCC and the Mid-America Chapter.

**Section Three:**

Only members in good standing, who will be twenty-one years of age or older at the time they take office, are eligible for an officer's position. The term of office for any position shall be two years. The treasurer's position will be exempt from this requirement. The treasurer's position will not have any term limits. Three board positions will be voted on each year. The president, secretary, and treasurer will be voted on even numbered years. The vice president, editor and historian will be voted on odd numbered years.

**Section Four:**

The President shall preside at the Board meeting, shall oversee and coordinate the activities of the various committees, preside over the Chapter meetings and shall carry out the intent of these bylaws.

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<b>Section Five:</b>
The Vice President shall assume the duties of the President in his/her absence, shall complete the President's term of office if the Presidency is vacated for any reason, and shall arrange for the location and program of each Chapter meeting.
<b>Section Six:</b>
The Secretary shall prepare the minutes for all Chapter and Board meetings, maintain the official file of members in good standing, assist with the maintenance of the Chapter records, and conduct all necessary Chapter correspondence.
<b>Section Seven:</b>
The Treasurer shall receive dues from members, notify members delinquent in paying dues, and maintain a separate account for Chapter funds from which the Chapter expenditures are to be financed, render to the Board and the membership a Treasurer's Report at each Chapter meeting, and render a complete accounting of all Chapter receipts and expenditures annually.
<b>Section Eight:</b>
The Editor of the Chapter newsletter shall be responsible for the publication and distribution of the Chapter newsletter.
<b>Section Nine:</b>
The Historian shall maintain records, photos, and merchandise and memorabilia the Chapter has produced.
<b>Section Ten:</b>
If any elected officer except the President is unable to complete his/her term of office, the remaining members of the Board will appoint another Chapter member in good standing to fill the unexpired term.
<b>Section Eleven:</b>
The Board may appoint a Chapter member in good standing (ref. Article 3, Section 3 & 4) to fill an Officer's position if the position is vacant.
<b>Section Twelve:</b>
Only one member per household is eligible to hold an office on the board.
<b>Article Seven: Board of Directors</b>
<b>Section One:</b>
The Board shall consist of the President, Vice President, Secretary, Treasurer, Editor and Historian.
<b>Section Two:</b>
The Board shall be the policy determining body for the Chapter, operating within the provisions set forth in these bylaws. The Board shall conduct the business of the Chapter.

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<b>Section Three:</b>
The Board shall meet as appropriate between Chapter meetings for the purpose of planning and carrying out the business of the Chapter.
<b>Section Four:</b>
In voting issues determined by the Board, each office is entitled to one (1) vote. If an office is held by more than one person, they must decide how the "office" will vote. If one person holds more than one office, he/she is still entitled to only one (1) vote.
<b>Section Five:</b>
A special meeting of the Board may be called by a majority vote of the members voting at a regularly scheduled Chapter meeting.
<b>Article Eight: Committees</b>
<b>Section One:</b>
Committees may be formed by the Board as needed to carry out the Chapter business.
<b>Section Two:</b>
A committee chairperson shall be appointed by the Chapter President and may not be a current member of the Board. A committee must have a minimum of three members and a maximum of 7 members, including the chairperson. No more than one Board member may serve on a committee. All other members of a committee will be volunteers. The decisions and products of the committee will be submitted to the Board, and then to the membership for a vote, as necessary.
<b>Article Nine: Meetings</b>
<b>Section One:</b>
There shall be a minimum of four scheduled chapter meetings annually. Chapter meetings shall be held at a suitable place convenient to members, as may be designated by the Board. The membership shall be notified of date, time and location of each meeting. The Board shall schedule additional meetings as needed.
<b>Section Two:</b>
Each Chapter meeting must have a quorum in order for any Chapter business to be discussed, voting on committee issues, and all other matters of the Chapter. A scheduled Chapter meeting must have a minimum of 20 Chapter members in good standing (ref. Article Three, Section 3 & 4) to represent a quorum.
<b>Article Ten: Logo and Publications</b>
<b>Section One:</b>
The use of the Chapter name and/or logo for any purpose without the expressed written consent of the Board is prohibited. Members of the Chapter misusing the name and/or logo of the Chapter will be subject to disciplinary action by the Board.
<b>Section Two:</b>
The content of official publications of the Chapter (i.e. website, mailings, flyers, etc.) must be approved by the Board.

**Article Eleven: Amendments and Revisions**

**Section One:**

The bylaws may be amended by a 2/3 vote of Chapter members attending and voting at a regularly scheduled business meeting, provided the amendment(s) has been submitted to the Chapter membership at the previous meeting or in writing at least 21 days prior to the voting.

**Section Two:**

A decision of the Board may be overridden by a 2/3 vote of the Chapter membership attending and voting at one of the regularly scheduled Chapter meetings.

**Section Three:**

In the event of dissolution of the Chapter, the Board shall first pay or make provision for the payment of all liabilities of the Chapter. Any remaining assets shall be divided among the active members based upon the dues actually paid by those members.

**Article Twelve: Records**

**Section One:**

The fiscal year of the Chapter shall be July 1 through June 30.

**Section Two:**

The Chapter shall keep (1) detailed, complete, and accurate records of all receipts and disbursements; (2) detailed minutes of the proceedings of all meetings of the members and of the Board, and committees having any of the authority of the Board; (3) such other books and records as may be necessary or required by law to reflect accurately the affairs and activities of the Chapter.

**Section Three:**

The books, records, and papers of the Chapter shall, at all times during reasonable business hours and upon reasonable notice, be subject to inspection by any member for any appropriate reason.

**Section Four:**

If any issues arise that are not addressed in these bylaws, Roberts Rules of Order will be the parliamentary structure used.

Bylaws effective June 2013

Signed \_\_\_\_\_  
(Chapter President)

Board of Directors Signed:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

These bylaws shall take effect June 2013