

Tea Leaf Club International

Bylaws

ARTICLE I – OFFICERS

The elected officers: President, Vice President, Treasurer and Secretary shall be elected by a simple majority vote at the Annual Meeting and shall serve until the following Annual Meeting or until successors are elected. Any member in good standing is eligible for office.

ARTICLE II -- DUITES OF OFFICERS

Section 1 – The President shall preside at all meetings, shall appoint committees and chairpersons thereof, and shall be an ex-officio member of all committees with the exception of nominations.

Section 2 – The Vice President shall, in the absence of the President, or at the request of the President, perform the duties of the President.

Section 3 – The Treasurer shall receive and take charge of all funds and securities of the Club and pay all bills. The Treasurer shall collect all dues and keep a record of the standing of all members according to the payment of dues.

Section 4 – The Secretary shall record and be custodian of the minutes of the meetings and generally perform such duties as pertain to the office. The Secretary shall maintain the Record Copy of the Constitution, the Bylaws and Standing Rules. These will be available at all meetings of the Club. The Secretary shall also conduct correspondence pertinent to the Club operation generally at the direction of the President.

ARTICLE III – BOARD OF DIRECTORS

Section 1 – Board members shall be elected by a simple majority vote from the entire Club membership at the Annual Meeting.

Section 2 – Directors shall be elected to serve three-year terms, two to be elected each year. No person shall be eligible to serve more than two consecutive terms. In the event of resignation or death, a member will be elected to serve out the unexpired term.

Section 3 – The Board will:

- a. provide direction on policy and future direction issues;
- b. review and make recommendations on referred items, including proposed amendments;
- c. appoint the Editor of the Newsletter, such appointment to be for an indefinite period and subject to termination by Board action;
- d. advise on planning and accomplishing the years activities.

ARTICLE IV – DUES

Annual dues, the payment of which shall be prerequisite of membership in good standing, shall be determined by the Advisory Board and are payable annually in advance on the first day of December.

Tea Leaf Club International

Membership is dropped if dues are not remitted by the first day of February of the following year. The member will be advised by mail of this action.

ARTICLE V – COMMITTEES

The President shall appoint committees.

Each committee shall report, in writing, at the Annual Meeting. The report shall be accepted for record by majority vote. Action on committee recommendations will be taken by the usual motion/vote procedure.

ARTICLE VI – ANNUAL MEETING

The Annual Meeting will be held once each fiscal year at a time established at the preceding Annual Meeting. A quorum defined as 30 or more members is required to be in attendance. Details of the time, place and program will be announced to the membership approximately two months prior to the meeting.

The following order of business is suggested:

- Determine that a quorum is present;
- Read and approve minutes of last Annual Meeting;
- Read Treasurer's report. The Treasurer will have available at the Annual Meeting the complete financial records for the current and previous fiscal years;
- Receive Committee reports, adopt annual Audit report;
- Approve budget;
- Unfinished business;
- New business;
- Selection of Nominating Committee;
- All other business proper for Annual Meeting, President-elect will state when committee appointments will be fixed;
- Adjournment.

ARTICLE VII – ANNUAL AUDIT

The annual audit shall be an examination of Treasurer's financial records covering the fiscal year just completed. The Club fiscal year is the 12 month period from January 1 through December 31. All monies received and disbursed and beginning and end statements of each Club account shall be verified.

The audit report may be prepared by an Audit Committee or by a recognized accounting firm.

ARTICLE VIII – BONDING

The Treasurer and the President will be bonded in an amount covering \$35,000.00 for the period of office. This action must be accomplished by the individuals involved within one month following election or appointment and the President so advised.

Tea Leaf Club International

ARTICLE IX – NEWSLETTER

A newsletter will be published and mailed (or emailed) by the Editor to each member address at least four times per year. Costs involved will be covered by the Club.

If possible, the President will review draft contents before publication.

ARTICLE X – STANDING RULES

Standing Rules will be adopted covering details governing practices of the Club. They may be adopted, revised or rescinded by majority vote at the Annual Meeting. Such rules will be numbered and dated upon passage and made an appended part of the Bylaws.

ARTICLE XI – PARLIMENTARY AUTHORITY

The rules contained in Robert's Rules of Order shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with the Bylaws or the special rules of order of this Club.

ARTICLE XII – AMENDMENT

The Bylaws may be amended by two-thirds majority vote at the Annual Meeting providing:

- a. Such proposed amendment is referred in writing to the President at least four (4) months prior to the Annual Meeting. The President will refer the proposal to the Board of Directors for review, editorial suggestions, consistency with other law and recommended action by the Club;
- b. The proposed amendment is presented to the membership by Newsletter or other means prior to the Annual Meeting.

Original Adopted September 12, 1981
Amended September 11, 1983
Amended September 29, 1985
Amended September 16, 1989
Amended September 22, 2001
Amended September 17, 2015 (proposed)