

## **CONSTITUTION OF THE HEARTLAND COIN CLUB**

On 23 May 1962, a club to be known as the Heartland Coin Club was founded.

The objectives of this club shall be to encourage and spread knowledge of numismatics; to cultivate fraternal relations among collectors, students, dealers, and especially to encourage and assist amateur collectors.

### **Article 1 Membership**

Section 1 Membership is open to adults and juniors interested in numismatics. A junior, for purposes of this constitution, has not yet reached their 18th birthday.

Section 2 Honorary membership may be bestowed upon such persons as may contribute materially to the enhancement of the status of numismatics and the club. Honorary membership shall be nominated by the elected officers and approved by the membership.

### **Article 2 Elected Officers**

Section 1 The elected officers of this club shall be as follows: (A) President; (B) First Vice President; (C) Second Vice President; (D) Jr. Vice President; (E) Secretary; (F) Corresponding Secretary; and (G) Treasurer.

Section 2 Elected officers shall serve for one year (12 months) - except where otherwise provided for in the constitution.

Section 3 Any adult or junior having been a member for at least six months and holding a full membership in good standing is eligible for an elective office. Junior members are eligible for Junior Vice President only.

Section 4 Should any elected official, except the President, become unable to serve his entire term, and less than six months remain to be served, a successor will be appointed. If six months or more of the term remains to be served, an election shall be conducted to fill the vacancy.

Section 5 In the event the President should be unable to complete his term of office, the first Vice President shall immediately assume the duties of the President. A new Vice President will then be elected or appointed in accordance with Article 2, Section 4.

Section 6 No two elective offices may be filled by the same member concurrently.

### **Article 3 Profits and Revenue**

Section 1 This club is a non-profit organization with all collected monies returned to its members in the form of raffles, monthly bulletins, club activities, and education materials.

## CONSTITUTION (Continued)

### **Article 3 Profits and Revenue (Continued)**

- Section 2 The revenue of the club shall be derived from dues, contributions, auctions, coin shows, medal sales, raffles, and other club activities such as white elephant sales.
- Section 3 The Treasurer's books will be audited by an auditing committee appointed by the President prior to the February meeting.
- Section 4 Each year the club may issue an Anniversary medal. **Article 4**

### **Amendments**

- Section 1 This Constitution may be amended by a three-fourths majority vote of all members present. Members voting by absentee ballot will be considered present at the meeting.
- Section 2 Amendments proposed may not be voted on in the same meeting, but must be tabled for a later meeting.
- Section 3 Members absent from subsequent meetings in which amendments are up for vote may vote by mailed, sealed, unsigned votes. Absentee ballots will contain a complete name and return address, will be opened and counted by at least three elected officers in full view of the membership meeting. All absentee ballots must be in the President's possession prior to the meeting being called to order.
- Article 5 General Provisions
- Section 1 This proposed constitution and by-laws become effective when accepted by vote of the membership superseding all prior documents.

## **BY-LAWS**

### **Article 1 Officers**

- Section 1 The President shall preside at all meetings and generally supervise all matters of interest to the club, and appoint any persons needed for club functions and activities. Property Custodian and Historian must be appointed. The meeting shall be conducted according to the accepted parliamentary law (Ref. Roberts Rules of Order).
- Section 2 The First Vice President shall act in the President's absence, be charged with the responsibility to see that all committees function properly and act as editor of the club bulletin.
- Section 3 The Second Vice President will act as General Chairman for club shows and will coordinate auction material.
- Section 4 Junior Vice President will be a junior member. The Junior Vice-President represents juniors at Officer's meetings and is a full voting member of that body.
- Section 5 The Secretary shall record the minutes of the meeting, preserve all documents and maintain an up-to-date record of memberships.

## **BY-LAWS (Continued)**

### **Article 1     Officers (Continued)**

- Section 5     The Secretary shall record the minutes of the meeting, preserve all documents and maintain an up-to-date record of memberships. The Secretary shall present the minutes at regular monthly meeting.
- Section 6     The Treasurer shall record all receipts and expenditures of the club's money. No disbursements may be made without a majority of the officer's approval. A statement of all receipts and expenditures shall be made at each regular meeting.
- Section 7     The Corresponding Secretary shall keep in touch with activities of local clubs and any other organization of numismatic interest; shall present any news-worthy activities and information received at each regular meeting; will assume the duties of club parliamentarian; also, will send articles to newspapers on the club's activities.

### **Article 2     Meetings**

- Section 1     Club meetings will be held on a designated date of each month at time and place approved by the membership. Each meeting will normally consist of a business meetings, raffle, educational period, and/or a coin auction.

### **Article 3     Dues**

- Section 1     The club officers shall recommend the dues for the following year at the October meeting. The recommendation will be voted on by the members at the meeting and if approved will become effective for the following calendar year.

### **Article 4     Medals (Reference: Article 3, Section 4 of the Constitution)**

- Section 1     The design for club medals will be selected by a majority of the members present at a regular meeting. Club membership will be notified via the club bulletin at which meeting the design will be voted on at least two months in advance.
- Section 2     The design will be a historical site or important event in the club's membership area.
- Section 3     The designer of the selected medal design will receive one set of off-metal striking's provided any are struck.

### **Article 5     Coin Auctions**

- Section 1     The auction will consist of numismatic items only. (Coins, medals, tokens, etc.) Auction lots may be declined by the auction coordinator, whose decision is final.
- Section 2     Only members may participate in the auction. The number of lots submitted by a members will be regulated by the auction coordinator. Lots will be listed as received.
- Section 3     Each lot submitted for auction may have a minimum bid assigned by the seller. If the seller does not assign a minimum bid, the auctioneer will assume there is no minimum bid.

## **BY-LAWS (Continued)**

### **Article 5 Coin Auctions (Continued)**

Section 4 The club will not be responsible for authenticity or grading.

Section 5 Seller may not bid on their own material.

Section 6 A seller's fee of \$1.00 for 5 lots will be charged and \$2.00 for more than 5 items, the limit is 10 items.

Section 7 Security measures have been arranged for the safety of your merchandise, however, the club or its officers will not be liable for any loss or mysterious disappearances.

Section 8 Auction coordinator should be present at 6:30 p.m. to accept material for the auction.

### **Article 6 Election of Officers and Nominating Committee**

Section 1 Chairman of the nominating committee will be appointed by the President prior to the November meeting, a report will be submitted in writing to the January officer's meeting, and mailed to members in the January bulletin.

Section 2 Further nominations and elections shall be held at the January meeting, with all officers being elected by secret ballot by a majority of the members present or by a white ballot if no more than one is nominated for an office.

Section 3 Newly elected officers shall be installed at the February meeting.

### **Article 7 General Provisions**

Section 1 The club's By-laws may be amended in the same manner as prescribed in the Club Constitution. Reference Article 4 of the Constitution.

Changes: By-Law, Article 3 Section 1: Approved 17 July 1996  
By-Law, Article 5 Section 6: Approved 21 November 2013