

# Preamble

SECONN Skin Divers is a nonprofit, nonpartisan, and nonsectarian corporation organized to encourage interest in safe sport diving; in the study and development of underwater resources; and bring to its members the sound benefits and pleasures derived from organized activities.

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# Constitution For South East Connecticut Skin Divers, Inc.

## SECONN Skin Divers

### Article I. Membership

**Section 1.** Membership is open to anyone interested in diving to having obtained the age of majority or having written parental consent.

**Section 2.** A prospective member must attend a meeting or activity organized by the club in advance as a visitor before he or she may, at a second meeting, be voted in as a Member by a simple majority. If the prospective Member has attended two functions, the second of which is not a meeting, he or she may be voted in at the next club meeting (by proxy if appropriate).

**Section 3.** If a person is refused membership, he or she may not apply again for one year.

**Section 4.** A Member, in order to be in good standing, must maintain his dues in advance. Said dues are payable by October 31 of each year. New Members joining after August 1 are not required to pay dues again until October of the following year.

**Section 5.** A person who is not a member in good standing, cannot participate in any corporation activities without the unanimous vote of the executive committee, or majority vote of all members present at a meeting of the corporation.

### Article II. Meetings

**Section 1.** General meeting shall be held twice a month at a time and place as specified by the executive committee. if the standard meeting place or time is changed, all members should be notified at least seven days in advance of the meeting.

**Section 2.** Special meetings may be called by a 2/3 majority vote of the Executive committee. The Executive committee will notify all members in good standings at least seven days prior to any special meetings.

**Section 3.** The Annual corporation meeting shall be the first regular meeting in April.

### Article III. Dues and Assessments

**Section 1.** The amount of dues and basis of payment, either monthly or yearly, shall be designated by a 2/3 majority vote of the members.

**Section 2.** Any and all funds collected are to be set aside and used only for the needs of the corporation that may be agreed upon by the executive committee, subject to

acceptance by the general membership. Ref article VII Section 1.A.4

**Section 3.** Special assessments may be designated by a 2/3 majority vote of the members present at a meeting provided all members are notified at least seven days prior to the meeting of the reason for the assessment and the date, time and place.

## Article IV Officers

**Section 1.** The officers of the corporation shall be a President, Vice President, Secretary, Treasurer, Publicity Chairman, IT Coordinator, and Safety Director.

## Article V Nomination and Election of Officers

**Section 1.** The term of office shall be one year, with elections of officers to take place at the annual corporation meeting each year, except for the IT Coordinator and the Safety Director, both of whom will be appointed by a majority vote of the executive committee at its first meeting following the annual corporation meeting each year.

**Section 2.** All nominations for officers, except for the IT Coordinator and the Safety Director, shall be made and seconded from the floor by the members. Only members in good standing may be nominated or elected.

**Section 3.** Elections shall be made by secret written ballot at the same meeting at which nominations were made. A total of three minutes shall be allowed for speeches on behalf of each nominee. The retiring officers shall conduct the annual elections.

**Section 4.** Special elections to fill the remaining terms of offices vacated during the year may be held at a regular meeting provide all members are notified of the seven days in advance.

## Article VI Duties of Officers

**Section 1.** The President will preside at all general meetings and serve as the official corporation representative. He or she will lead the corporation in all its activities, call special meetings, appoint special committees, and shall be a member ex-officio of all committees. The President shall preside at the meetings of the executive committee in the absence of the Vice President.

**Section 2.** The Vice President shall preside at all the meetings of the executive committee. He or she shall assume the duties of the President in the latter's absence. He or she shall be program chairman.

**Section 3.** The Secretary shall keep the minutes of all meetings in a permanent form, send meeting notices to members, and will carry on all official correspondence under the direction of the executive committee. he or she will provide a substitute for his or her absences at any meetings. the Secretary may delegate the duties of official correspondence to another officer with the approval of the executive committee.

**Section 4.** The Treasurer will collect dues, keep the financial records of the corporation, band and disburse all monies in the corporation's name, report the financial status at each meeting, and keep an up-to-date list of all members in good standings. He or she shall be the chairman of the membership committee.

**Section 5.** The Publicity Chairman will head the Publicity committee and shall be Historian, in lieu of a Historian who may be appointed by the President.

**Section 6.** The Historian, if not the Publicity Chairman, will be an appointee who will

maintain a historical record of the corporation.

**Section 7.** The Safety Director will promote and maintain a program of underwater safety and education, and organize and direct a positive safety program for the corporation.

## Article VII Committees

### Section 1. Standing committees

- Executive committee

Membership Shall be composed of all elected officers, the safety director, and the most recent past officers.

Shall meet as often as is deemed necessary by the executive committee chairman (Vice President).

Duties

Generally guide the activities of the corporation and formulate corporation policies.

Act as advisers to the President.

Authorize all expenditures of corporation funds.

Before action may be taken on any decision made by the executive committee, the decision must be presented to the members present at the next meeting. At this meeting, any member may place a protest motion. This motion will be carried if so voted by a majority of the members present.

- Program Committee

Members shall be the program chairman (Vice President) and members as appointed by the President.

The duties are to provide for entertainment, plans, and refreshments for meetings and functions.

- Publicity Committee

Members Shall be the Publicity Chairman and members as appointed by the chairman, subject to approval by the President.

Duties

To inform the public of the corporation activities and aims so as to create and maintain a favorable attitude of public opinion.

To inform the corporation of events and public statements which reflect or affect public attitude toward the sport.

To promote publicity and plan activities of the corporation in the fields of conservation of natural resources and public service.

**Section 2.** Special committees may be appointed by the President, for terms not to exceed his or her time in office, at any time he or she deems it necessary. He or she may also dissolve any special committees appointed by him or her at any time, or dismiss any of the appointed members.

## Article VIII Amendments to the constitution

**Section 1.** This constitution may be amended by a 2/3 majority vote of all members present at a regular meeting of the corporation, provided the proposed amendment has been presented at the two consecutive regular meetings immediately preceding the

meeting at which the vote is taken.

**Section 2.** Bylaws may be added to the constitution or revised by a 2/3 majority vote of all members present at a regular meeting. No by-laws may infringe upon or violate any part of this constitution or violate its spirit.

## Article IX Disciplinary action

**Section 1.** Members may be suspended or expelled from the corporation for conduct that might result in unfavorable publicity for the corporation.

**Section 2.** Before suspension or expulsion procedures may be taken, a motion to suspend or expel a member must be made, seconded, and discussed at a regular meeting. At the next regular meeting the motion may be voted upon after giving the accused the opportunity to present his or her case. A majority vote Shall be required to effect the expulsion or suspension.

## Article X Expenses

**Section 1.** Expenses related to the corporation's activities may be subsidized by the corporation's treasury, provided a 2/3 majority vote is obtained at a regular meeting prior to the activity.

**Section 2.** Between regular meetings the corporation officers may authorize the expenditure of club funds without prior approval of the corporation's members. The maximum expenditure allowed must first be agreed upon by a 2/3 majority at a regular corporation meeting.

## Article XI Policies and Guidelines

**Section 1.** The corporation may, at its discretion, form basic policies and guidelines for its operation. These policies must first be proposed at a regular meeting in order for them to be approved at the next regular meeting by a 2/3 majority vote.

July 12, 1983

Revisions: 7/ 5/ 07, 1/14/09