

BYLAWS OF THE CALIFORNIA CORNISH COUSINS

ARTICLE I: NAME

The name of this organization shall be California Cornish Cousins henceforth referred to in this document as the Society;.

ARTICLE 11: PURPOSE

The particular objectives for which this group is formed are:

Section 1 The Society shall be organized on a non-profit basis.

Section 2: To stimulate interest in Cornish culture and to preserve Cornish heritage.

Section 3 To encourage informational and social gatherings of the Society on a scheduled basis for its members and other interested individuals.

ARTICLE III: MEMBERSHIP

Section I The membership shall be open to any person of Cornish heritage or any person in full accord with the stated purpose of the Society.

ARTICLE IV: OFFICERS

Section 1 The officers of the Society shall consist of a President, President-Elect (incoming President in training), Secretary and Treasurer, to be elected annually by the membership at the meeting in May for the following year.

Section 2 The President shall preside at all meetings of the Society, Executive Committee and Board of Directors. He / She may appoint Committee Chairmen as required, subject to ratification of the Executive Committee. The President shall sign orders upon the treasury for disbursement of funds as directed by the Society.

Section 3 The President-Elect shall perform the duties of the President in his / her absence and shall act in an advisory capacity at all times. In case of the death or resignation of the President, he/she shall become President for the unexpired term, and have the privilege of serving a full term as President the following year. He / She shall sign orders upon the treasury for disbursement of funds as directed by the Society.

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- Section 4 The Secretary shall keep a record of the proceedings of all meetings of the Society, Executive Committee and Board of Directors. He / She shall send a copy of the minutes of all meetings to all members of the Executive Committee within fifteen (15) days. He / She shall preserve in a permanent file all records and letters of value to the Society and its Officers. Files to be transferred to he/her successor at the close of his/her term of office. He /She shall sign orders upon the treasury for disbursement of funds as directed by the Society;.
- Section 5 The Corresponding Secretary shall conduct the correspondence of the Society. This office shall be filled by appointment.
- Section 6 The Treasurer shall:
- A. Have charge of all moneys of the Society;
 - B. Keep an itemized record of all receipts and expenditures; report thereon at all regular meetings;
 - C. Collect all dues;
 - D. Mail statements for annual dues to all current members by April 1 st of each year;
 - E. Mail listing of paid members for roster preparation;
 - F. Pay all bills (if budgeted) and non-budgeted upon authorization of the Executive Committee;
 - G. Be a signature on all checks as directed by the Executive Committee;
 - H. Obtain a second signature on all checks: the President, President-Elect, Secretary and/or other signers as designated by the Executive Committee;
 - 1. Obtain necessary forms and signature cards from the bank for the new officers;
 - J. File all necessary State and Federal tax forms as required by law, filing fees to be paid by Society;
 - K. Hand over to the Auditor all books, records and papers fifteen (15) days after term of office ends;
- Section 7 The Auditor shall audit the books of the Treasurer. Audit to be completed by the date stipulated in the Standing Rules item 5. He / She shall report the findings to the membership and submit a written report to the Executive Committee. This position shall be filled by appointment.

ARTICLE V: EXECUTIVE COMMITTEE

Section 1 The Executive Committee shall consist of the elected officers.

ARTICLE VI: BOARD OF DIRECTORS

Section 1 The Board of Directors shall consist of the elected Officers, Appointed Officers, Standing Chairmen and Special Chairmen.

Section 2 Standing Committee Chairmen shall be:
A. Newsletter / Corresponding Secretary / Publicity Chairman
B. Historian
C. Auditor
D. Gathering Coordinator
E. Finance
F. Program Chairmen to be appointed by the President or the Executive Committee or both.

Section 3 The Finance Chairman shall prepare an annual budget.

Section 4 The Nominating Chairman shall be the Immediate Past President.

ARTICLE VII: MEETINGS

Section 1 The Annual Gathering will be held in the month of May

Section 2 The May Gathering each year shall be designated the annual gathering.

Section 3 Newly elected officers will take office at the close of the Annual Gathering in May.

Section 4 The Society shall meet one time each year. Special meetings may be called at the discretion of the Board of Directors.

ARTICLE VIII: QUORUM

Section 1 After an official notice of a meeting has been distributed to all members, then those attending that meeting will constitute a quorum.

Section 2 A majority of the Executive Committee shall constitute a quorum of the body.

ARTICLE IX: FISCAL YEAR

Section I The Society's fiscal year shall be from May 1 st through April 30th inclusive.

ARTICLE X: AMENDMENTS

Section I The Bylaws may be amended or revised by two-thirds (2/3) vote of the voting members present at any regular Gathering, providing that copy of the proposed amendments have been sent to every voting member at least ten (10) days before it is to be voted on.

ARTICLE XI: DISSOLUTION

Section I Dissolution may take place by a two-thirds (2/3) vote of the voting body present.

Section 2 All moneys remaining in the Treasury at the time of the dissolution shall be donated to a "LIKE" organization or society.

STANDING RULES OF THE CALIFORNIA CORNISH COUSINS

- 1 The President may appoint Special Chairmen whenever necessary.
- 2 Non-Society business shall be presented to the Executive Committee fifteen (15) days prior to any Gathering.
- 3 The Roster shall be compiled/printed as directed by the President, with the approval of the Executive Committee.
- 4 All bills for the current year are to be submitted to the Treasurer no later than forty-five (45) days after the event to insure authorization for payment.
- 5 The Auditor shall complete the audit thirty (30) days after receipt of the books.
- 6 The Annual Gathering planning meeting shall be held within six (6) weeks of the Annual Gathering in May.
- 7 The Standing Rules may be adopted or amended at any gathering by a majority vote, provided the notice was given; or, without notice, they can be amended at any gathering by a two-thirds (2/3) vote of the members present (providing a quorum is present).
- 8 Annual dues shall be \$12.00 for families residing at the same address and \$120.00 per individual for Life Membership.
- 9 Should any Executive Committee member or Chairmanships vacate for any reason, the President shall appoint a replacement for the remainder of the unexpired term.
- 10 The newsletter of the Society shall be called California Cornish Cousins; it shall be published four times each year. A copy of the newsletter shall be mailed to each member, club and other individuals as named by the Board of Directors, Executive Committee or any officer of the Society.