

# **SOUTH JERSEY APPLE USERS GROUP**

## **CONSTITUTION**

**&**

## **BY-LAWS**

SJAUG CONSTITUTION & BY-LAWS  
Revised 1/20/95  
Revised 6/19/98  
Revised 7/16/99 Dues in January  
Revised 10/8/02 Dues and Candy Apple

***Proposed Revisions - 6/27/09***

## **Article I NAME**

The Club shall be known as the South Jersey Apple Users Group or SJAUG for official business.

## **Article II PURPOSE**

The purpose for which the Club is organized is for the personal Education and Social Networking of the members in the application of computers and programs written for them with a special emphasis on Apple Computers and the compatible systems and related materials such as peripherals and hardware. All interested parties are welcome.

## **Article III MEMBERSHIP**

Section 1. There shall be four classes of members:

(1) Regular, (2) Family, (3) Student, and (4) Complimentary.

Section 2. Student members must be in K-12 and be regularly enrolled in a recognized general education facility.

Section 3. A Family membership shall be treated as one Regular member. All members of a household holding a Family membership are granted full privileges, including the right to vote and participate in Club activities. A Family membership will receive single copies of items of interest, when distributed (i.e. periodicals, list, magazines, and the club newsletter).

Section 4. All members in good standing will be furnished with annual membership cards upon request.

## **Article IV DUES & SUBSCRIPTIONS**

Section 1. A. Current members' dues are payable yearly in January.

B. New members joining after January will pay, upon joining, \$3.00 for the first month and \$2.00 for each additional month remaining in the current calendar year.

C. New student members joining after January will pay, upon joining, \$1.25 for each month remaining in the current calendar year.

Section 2. Regular membership dues are Twenty-five dollars (\$25.00) per year.

Section 3. Family membership dues are Twenty-five dollars (\$25.00) per year.

Section 4. Student membership dues are Fifteen dollars (\$15.00) per year.

Section 5. Complimentary members are exempt from dues for the designated period determined by the following criteria:

Macs for Students recipients: 6 months free membership when requested on the MfS form.

New Apple Computer purchasers: 6 months free membership with proof of purchase dated within the previous 6 months.

Courtesy memberships: as determined by the Board (e.g. Apple Regional Liaison, Apple representatives, President and/or Board Members of other Apple User Groups, etc.)

Section 5. The dues structure may be adjusted as needed by two-thirds (2/3) vote of the Executive Committee.

## **Article V MISCONDUCT**

Section 1. Any member who shall fail to pay the annual dues within sixty (60) days of the dues becoming due and payable, or who shall fail to pay any indebtedness to the Club within sixty (60) days after a bill for the same is rendered shall be suspended from all privileges of the Club.

Section 2. Any member who shall be guilty of such misconduct (e.g., theft, damage of property, copyright violations) as to be unworthy of the privileges of a member may be expelled from membership by the Executive Committee. What constitutes misconduct shall be determined by the Executive Committee without appeal. Proceedings to expel a member for the causes above stated shall be instituted upon written complaint or charges submitted by one or more members; and notice thereof, with the time and

place of hearing, shall be given to the accused member, and the accused member shall be permitted to appear before the Committee and testify with reference to the charges. The Executive Committee may render judgment for either expulsion or suspension. No member shall be expelled or suspended except upon two-thirds vote of the Executive Committee members. If the member expelled is a Family member, other participants in that membership may reapply for membership only as Regular or Student members. Dues already paid will be forfeited, except that they may be applied to dues that would be payable by other applicants of a household expelled from Family membership.

## **Article VI MEETINGS**

Section 1. The Club shall hold regular meetings.

Section 2. Regular monthly meetings shall be held at a place or places to be specified in advance by the Executive Committee and advertised in the Club newsletter and on the Web page.

Section 3. At such meetings, the order of business shall be:

*First* Report of officers and group leaders, including the reading of the minutes of the previous meeting unless they have been previously distributed in written form.

*Second* Announcement of Executive Committee or Board of Trustees meeting.

*Third* Old business.

*Fourth* New business.

*Fifth* Announcements of special interest.

Section 4. Regular meetings are open to all interested parties. Only members may vote on any Club business.

## **Article VII OFFICERS**

Section 1. The officers of the Club shall be President, Vice President, Treasurer, and Secretary, who shall be Regular or Family members more than 18 years of age. Their terms in office shall be one year. Nominations for officers are accepted at the first regular meeting after January 1st. Such officers shall be elected by the general membership at the first regular meeting after February 1st each year.

Section 2. Any member may nominate another for an elected position. The current President or assignee will preside over the election.

Section 3. The President shall preside at all regular meetings of the Club and all meetings of the Executive Committee or the Board of Trustees. The President shall, with the Secretary, sign all written contracts and written obligations of the Club.

Section 4. In the temporary absence of the President, the Vice President shall perform his/her duties. In the permanent absence of the President, the Vice President shall act until the office is filled by a general election. Should both be permanently absent, the Executive Committee will select a President pro-tem until a general election can be held.

Section 5. The Secretary shall keep the minutes and other official reports of the Club. The Secretary shall keep all records, books, documents, tapes, disks and papers relating to the Club in such place as shall be designated by the Executive Committee.

Section 6. The Secretary shall report to the club the minutes of the previous meeting unless they have been previously distributed.

Section 7. The Treasurer shall keep accounts of all monies received by the Club and deposit the same in the name of the Club in such depository as approved by the Executive Committee. The Treasurer shall not pay out or disburse any of the money of the Club except in such manner and for such purpose as shall be approved by the Executive Committee.

Section 8. At each meeting of the Executive Committee, the Treasurer shall make a statement of financial condition of the Club, and at the February General Membership meeting, the Treasurer shall submit a detailed report of the financial condition of the Club for the preceding year. No single obligation of the Club shall exceed five hundred dollars (\$500.00) without approval of the General Membership.

## **Article VIII EXECUTIVE COMMITTEE**

- Section 1. The elected officers (President, Vice President, Secretary, and Treasurer) of the Club shall be known as the Executive Committee. The Board of Trustees of the Club shall be comprised of the Executive Committee and all appointed positions (e.g. SIG leaders, Membership Director, Candy Apple Editor).
- Section 2. Additional members of the Executive Committee may be installed, if appointed by the President and confirmed by the Executive Committee. Furthermore, the President, with the consent of the Executive Committee, has the right to combine any appointed position with an elected position.
- Section 3. The Executive Committee shall be responsible for forming and conducting special interest groups (SIGs) supported by the General Membership. Each group leader shall assure his/her group is provided with appropriate support programs and meeting places. Each group leader shall report to the Board on SIG activities and attendance regularly, and shall coordinate SIG activities with the Club.
- Section 4. The Executive Committee shall have the power to manage all the affairs of the Club and to make all contracts necessary for the proper transaction of all business. It shall have entire jurisdiction over all matters pertaining to the care, conduct, control, supervision, and management of the Club and its finances, and all appropriations shall be made by them.
- Section 5. The Executive Committee shall meet for the transaction of business at least once each fiscal year at the call of the President.
- Section 6. The Executive Committee may vote on issues under their consideration only if two-thirds (2/3) of the elected officers are present.
- Section 7. Any member of the Executive Committee, either elected or appointed, who shall absent him/herself from three consecutive meetings of the Committee, unless he/she shall present at the next meeting an excuse for his/her absence satisfactory to the President, shall be deemed to have resigned from his/her post and cease to be member of the Executive Committee.
- Section 8. The Executive Committee shall have the following specific powers:
- (a) Appoint delegates to the different associations of which this Club may be a member, for the purpose of conferring with any associations, individual, or club respecting any matter in which this Club may be concerned.
  - (b) To admit applications to membership and suspend or expel members by ballot. Denial of admission, suspension or expulsion shall require a two-thirds (2/3) vote of the Executive Committee.
  - (c) To make rules of conduct of the members of the Club and for their use of the Club's property.
  - (d) To recommend alterations and amendment to these by-laws, these recommendations to be voted on by the General Membership.
  - (e) To prescribe additional duties of any officers, in addition to those herein set forth.
  - (f) To develop strategies for the growth of the club and activities and events for its members

## **Article IX Newsletter**

- Section 1 The Club shall support and fund a newsletter to contain information of general interest to the membership. This newsletter shall be distributed electronically free of charge to each Member. The newsletter shall be distributed a minimum of ten times each year.

## **Article X Amendments**

- Section 1. Amendments to the by-laws may be made at General Membership Meeting or at a meeting called for that purpose. Written notice of the proposed amendments shall be submitted to the Executive Committee and approved by a majority vote of that Executive Committee. Notice of the proposed amendments shall be given to all members by the Secretary at least ten days before the date of the meeting. A majority vote of all members present shall be required to accept an amendment.

## **Article XI    Dissolution**

Section 1. Upon dissolution of the Club, all assets shall be sold at public sale. The proceeds of such sale, and any remaining monies in the Club's bank account, shall be given to the United Way.