

The Astrological Society of North Texas

Revised July 31st, 2016

Article I: Name

The name of this organization shall be the ASTROLOGICAL SOCIETY OF NORTH TEXAS, INC. ("ASNT" or "the Society")

Article II: Object and Purpose

It is the purpose of this organization to extend the principles of Astrology, or disciplines impacting Astrology, to the local community. In order to accomplish this purpose, the Society will have as its main objective the presentation of educational programs / workshops / seminars for the membership and the general public.

Article III: Membership and Dues

A. Eligibility

- I. Membership in this organization is open to any and all persons interested in Astrology. Payment of dues is a prerequisite for membership and voting privileges of the organization. A member in good standing has all privileges of the organization and is entitled to one monthly Newsletter and benefits listed in the By-law Amendments.

B. Dues

- I. The amount of annual dues will be determined by the membership and are payable to the Membership Chairman. The fiscal year of the club shall extend from June of one year through May of the next year. The membership term for members runs from March 1st through the end of February of the following year. Dues are payable in

March of each year, with half dues (\$13) for members renewing or joining after September of each year. Members do not have individual membership anniversaries.

2. Members of same household may be given a discount of dues. If no discount is taken, then both members are entitled to the monthly Newsletter.

Article IV: Officers

A. Elective

Elective officers of this organization shall be:

- President
- 1st Vice President of Membership
- 2nd Vice President of Programs
- Secretary
- Treasurer
- Hospitality Chair
- Publicity Chair
- Newsletter Chair
- Technology Chair

The elected officers shall constitute the Board of Directors ("the Board"). Members of the Board may run for reelection to the same office if they so desire. In the event of a vacancy or absence in the office of President, the order of ascendance to the Presidency shall be in the order of the listing of the elected officers above. An officer ascending to the Presidency must agree to serve. Should the next officer decline the Presidency, they will be allowed to continue in their elected position. In the event of a vacancy in any other office, the Board shall appoint a replacement.

B. Appointive

- I. The Executive Committee shall appoint the Parliamentarian and Ad Hoc Committees. These committees may include, but are not limited to Budget, Annual Banquet, Historian, Librarian, Telephone and Seminar Committees. These committees serve until

the assignment is completed, then are disbanded.

C. Term of Office:

1. New officers assume their roles and duties at the June meeting.
2. Officers shall serve ASNT for a year or until successors are elected or appointed.
3. The President shall be elected for a two-year term. Board members may serve consecutive terms, if elected.
4. Officers shall keep written record of their responsibilities during the year. This shall include monies spent and or collected, supplies used and purchased. This record shall be submitted to their successors.

D. Executive Committee

1. Executive Committee shall consist of at least the President, and Vice President and/or the Secretary. This committee has the authority to make decisions for urgent matters but not modify any action taken by the Board. The actions of the Executive Committee shall be ratified by a vote of the Board as soon as possible.

Article V: Duties of the Officers

It shall be the duty of each member of the Board of Directors to notify the President in the event s/he can no longer perform the duties of that office. The Board may combine two, but not more than two, offices on a temporary basis if no one can be found to fill an office.

President

- Preside at all meetings.
- Call meetings of the Board of Directors.
- Direct meetings of the Board.
- Ensure Nominating Committee duties are carried out.
- Appoint all ad hoc committees.
- Serve as an ex-officio member of all committees.

Membership Chair

- Receive all dues / payments and forward to the Treasurer.
- Notify members of their member renewal date.
- Maintain the member attendance and guest book.
- Greet visitors and introduce guests at all meetings.
- Notify Newsletter Chair of new members.
- Prepare and send a Membership Welcome packet or email to new members that includes various information about ASNT such as our website address, social media presence, call for speakers, and an introduction to ASNT.

Programs Chair:

- Recommend programs related to Astrology or disciplines impacting Astrology.
- Recommend a schedule of programs and activities.
- Introduce the speaker at meetings.
- Provide speaker information to Newsletter, Publicity and Technology Chairs as soon as practical but ideally at least three months ahead of time.
- Present a check to the speaker for a minimum of \$50.00 honorarium.
- Furnish equipment and aids as required by speaker.

Secretary:

- Record minutes of all meetings, including monthly member meetings and as-scheduled Board meetings.
- Provide a copy of the minutes to the Newsletter Chair within one week of the meeting.
- Make available to any member of ASNT the book of records for these minutes for review upon written request.

- In charge of all ASNT official correspondence, such as notes of appreciation, speaker thanks, etc.
- Maintain historical files.

Treasurer:

- Receive and deposit all dues from Membership Chairman.
- Collect and deposit all other monies received by the organization.
- Disburse funds as directed.
- Reimburse members for purchases made, appropriately.
- Read a statement of income and disbursements at meetings.
- Present a current written financial report to the President and Secretary each month.
- Prepare a quarterly financial statement to be presented at the designated monthly meetings.
- Maintain all tax records and copies of incorporation records.

Hospitality Chair:

- Arrange for a meeting place.
- Responsible for opening and preparing meeting room for all activities.
- Arrange for refreshments to be furnished at each meeting.
- Make sure the meeting room is left in a clean and neat condition.
- In charge of ASNT social correspondence such as get well cards.

Publicity Chair:

- Assist the President in the performance of his/her duties.
- Perform presidential duties in the absence of the President.
- Direct public relations activities.
- Direct social networking activities, such as Facebook, Meetup, and LinkedIn.
- Maintain outreach with other astrological communities, particularly in Texas area.

Newsletter Chair:

- Prepare a monthly newsletter.
- Distribute copies of the newsletter to members and recent visitors via mail, email and/or other online means.
- Review and include any appropriate articles submitted by members.

Technology Chair:

- Maintains ASNT website and technical details surrounding website such as domain registration.
- Coordinates inventory of technical or A/V nature such as projectors, audio recorders, credit card readers, speakers, and microphones.
- Maintains online financial accounts such as Paypal and interfaces with Treasurer for transfers and accounting.
- In charge of translation of presentation media to website, such as scanning materials or converting audio.

Parliamentarian:

- Advise the presiding officers on all points of parliamentary law.
- Give advice to the Board and to the general assembly when needed.

Committee Chairs:

- I. Ad Hoc Committees are appointed at the discretion of the Executive Committee. These committees may include, but are not limited to Budget Committee, Historian, Librarian, Telephone and Seminar Committees. Ad Hoc Committees serve until the assignment is completed, then are disbanded. Any member appointed as Chairperson of a project may appoint other members to assist with the assignment. The Board of Directors is to be notified of the names of assistants.

Article VI: Nominations and Elections

A. Nominating Committee

1. Nomination committee shall consist of five (5) members, one (1) member appointed by the Executive Board and four (4) members elected by members present at the November meeting. Two alternatives may also be elected. Executive Board appointee shall act as Chairman.
2. This committee shall submit one nominee for each office and said nominee must be a member in good standing.
3. Members of the Nominating Committee may be nominated for an office.
4. The Report of the Nominating Committee shall be presented at the February general meeting and printed in February Newsletter.

B. Nominations

1. Nominations for any office may be made from the floor at the election meeting in March.

C. Election

1. The election shall be held at the March meeting. The majority of the members present and voting shall constitute an election (quorum).
 - a. Open nominations from the floor are in order at this time.
 - b. Nominations close at this meeting
 - c. The Secretary shall determine qualified members to vote.
2. Elections may be by closed ballot and a majority of all votes cast shall constitute an election; where there is only one candidate for an office, the election may be held by a voice vote.
3. The Secretary announces the result of the votes.
4. Officers will assume their respective duties at the first meeting in June.

Article VII: Meetings

- A. Meetings of the ASTROLOGICAL SOCIETY OF NORTH TEXAS, INC. shall be held monthly except for December. Meetings will begin at a predetermined time as announced in the monthly newsletter. An optional social gathering of members may be held before and/or after the business meeting. Details of the social gathering will be distributed via the Newsletter, website, social media or announced at the general meetings.
- B. Member Meetings
 1. ASNT will host two types of member meetings: Group Exercises and Lectures. In general, ASNT alternates each type of meeting.

2. Group Exercises are peer-to-peer interactive meetings, led by a non-teaching moderator or panel. Discussion and participation by attendees is highly encouraged. Group Exercises will carry a Meeting Fee of \$10 for non-members and \$5 for members.
 3. Lectures are meetings where attendees learn from an experienced and knowledgeable speaker, who provides a presentation on a specific pre-advertised topic. Lectures will carry a Meeting Fee of \$20 for non-members and \$10 for members.
- C. Board Meetings: There will be a minimum of six (6) Board meetings per year. The first meeting will be immediately after the election to plan the year's activities and thereafter as necessary.
- D. Called Meetings:
1. The President may call additional Board meetings provided all board members are notified of time, place, and purpose of meeting.
 2. Additional business meetings may be called by any officer when necessary.
 3. A member may call a meeting with a petition signed by one-third of the voting members of ASNT.
- E. Quorum
1. Any number of members present at a regular general meeting shall constitute a quorum.
 2. At called meetings five (5) members must be present to constitute a quorum. Those present will consist of President or a Vice President and at least two (2) other elected officers.
 3. Board of Directors meetings must have a majority (4) of the Board present to constitute a quorum.

Article VIII: Parliamentary Authority

The rules contained in Robert's Rules of Order, Newly Revised, shall govern this organization in all cases in which they are applicable.

Article IX: Amendments

These By-Laws may be amended by a two-thirds vote of the members present at any regular meeting or special meeting provided notice of the amendment is submitted in writing to every member prior to the meeting at which they will be voted upon.

Standing Rules

1. Any unbudgeted expenditure exceeding \$100.00 shall require a majority vote of the Executive Board.
2. If any office or committee chairperson is consistently absent from regular meetings or absent from called meetings of the Board without reasonable cause, his position may be declared vacant by the Board and the vacancy shall be filled by appointment of the Board.
3. New membership in ASNT is \$35.00, which includes a \$10.00 new member fee. Membership renewal dues in the organization shall be \$25.00 per year. Membership renewal dues for two (2) or more members of the same household who wish to join the organization shall be \$37.50 per household.
 - a. ASNT Membership cycle is March 1st through the following February 28th (or 29th in years with leap year).
 - b. Dues are payable in March of each year, with half dues (\$13) for members renewing or joining after September of each year. Members do not have individual membership anniversaries.

- c. These dues and fees shall be subject to change upon recommendation of the Executive Committee and a majority vote of the membership.
 - d. Initial \$35 New Membership fee includes first meeting for free.
 - e. A renewal grace period of three months will be extended to the member before the member is removed from ASNT's active membership files and loses privileges of membership discounts.
 - f. Members wishing to rejoin ASNT after the 3-month grace period has expired will require a membership as a new member.
 - g. Board members must be current on annual membership fees. To encourage participation in the ASNT board, currently serving Board members are exempt from monthly Member Meeting fees.
4. Officers have the option and are encouraged to have assistance and will provide the Board with the names of their assistants.
 5. Officers may provide the President with suggestions of members to serve on respective committees as well as members qualified to serve in the future on the Board of Directors.
 6. The slate of nominees shall be printed in the February newsletter.
 7. Receipt for disbursements need to be turned in to the Treasurer as soon as possible or within ninety (90) days of out-of-pocket expense. After ninety (90) days, disbursements must have Board approval for reimbursement.
 8. There will be no reimbursement to members for their time, telephone calls or use of equipment.
 9. The Treasurer will present a quarterly statement at the August, November, February and May monthly meetings.
 10. Monthly speaker fees may vary according to each speaker, but each speaker will receive a pre-negotiated speaker fee plus half of the meeting fees collected at the meeting.

Membership Benefits

The following membership incentives are offered to members considered current on their dues.

1. A monthly newsletter
2. 50% discount on Meeting Fees
3. Discount on all ASNT events, including workshops, seminars, online activities and purchases
4. Membership directory by request
5. Members can provide information about their astrological-related business to be listed on ASNT website and monthly newsletter.