

# *Chicago Astronomical Society*

FOUNDED 1862

"AMERICA'S OLDEST ASTRONOMICAL SOCIETY"

Post Office Box 30287, Chicago, Illinois 60630-0287

Voice Mail (773) 725-5618



## **1980 CONSTITUTION**

### **ARTICLE I NAME AND OBJECTIVES**

Section A) This organization shall be known as THE CHICAGO ASTRONOMICAL SOCIETY, as established in 1862 and incorporated by an act of the Illinois House of Representatives on February 19, 1867.

Section B) The object of this organization shall be to promote the interest in and advance the knowledge and understanding of ASTRONOMY, the most ancient and the noblest of the physical sciences.

### **ARTICLE II MEMBERSHIP**

Section A) Any person who is in sympathy with the objectives of this Society shall be eligible for membership.

Section B) The By-Laws shall provide for the conditions of membership, plus the various classes of membership, and for implementing the association of this Society with other organizations.

### **ARTICLE III OFFICERS, DIRECTORS, & STANDING COMMITTEES**

Section A) The officers shall consist of a President, Vice-President, Treasurer and Secretary. They shall be elected by the general membership at each June general membership meeting, for terms of one (1) year. No person shall be elected to the office of President without having previously served as an officer, Board member or Standing Committee Chairman.

#### **Section B) Duties of Officers**

- 1) **PRESIDENT** shall preside at all meetings of the Society. He shall appoint all special committees and perform all other duties requested of him by the Society. He shall also be considered Chairman of the Board.
- 2) **VICE-PRESIDENT** shall perform all of the duties of the President in the President's absence, and any additional duties requested of him by the President.
- 3) **SECRETARY** shall have charge of the Minutes, Records, Reports of the Society and Correspondence. He shall report the Minutes of the previous meeting at each meeting as required in the By-Laws, and shall make available upon reasonable notice, the Records of the Society.
- 4) **TREASURER**, in the name of the Society, shall receive, hold and disburse the funds of the Society. He shall maintain a complete and true record of the monies of the Society, and shall record all receipts and expenditures in an account book.

Section C) Vacancies of Offices

- 1) Should a vacancy occur in the office of President, the Vice-President shall assume those duties for the balance of the term.
- 2) Vacancies of Vice-President, Treasurer, or Secretary shall be filled by the Board of Directors at any of its meetings, for the balance of the unexpired term.

Section D) The BOARD OF DIRECTORS shall consist of the Officers, as many as four (4) Directors at Large, and the Observatory Director. The total number of voting members may never exceed nine (9), and the Board must consist of an odd number of votes. Directors must attend at least 2/3 of all Board meetings during the calendar year. If any director can not meet this requirement, without a reasonable explanation to the Board, he shall be removed from the Board.

Section E) When a Director at Large or the Observatory Director resigns or is removed from the Board with less than 1/2 of his term expired, his replacement shall be elected from and by the general membership to fulfill the rest of the term. If 1/2 or less of the term remains, the Board shall appoint a replacement.

Section F) The DIRECTORS AT LARGE shall be elected at the June membership meeting for a term of two (2) years. Their terms shall be staggered in such a manner that 1/2 their number shall be up for reelection in any given year.

Section G) The OBSERVATORY DIRECTOR shall be nominated from the general membership to a two (2) year term by the Board of Directors, with said appointment being ratified at the June membership meeting by 2/3 of the voting membership. The Observatory Director shall be a voting member of the Board.

Section H) The Board of Directors & the Executive Committee shall manage the affairs of the Society to conform to the laws under which the Society is organized. They shall meet monthly, at such time and place as stated in the By-Laws, and at other times at the written request of three (3) members of the Board, or upon call of the President.

Section I) The BY-LAWS shall state all matters required in this constitution, plus any other matter necessary for the maintenance of the Society and not covered in this constitution. These By-Laws may be proposed by the Board of Directors or by any member of the general membership. Ratification shall be by a simple majority of the voting membership at any general meeting of the membership.

Section J) An ANNUAL REPORT shall be made to the Society by the Board in June of each year. In the Society journal or at the general meeting when the Journal is not published, summarizing the transactions during the past fiscal year and the fiscal status of the Society.

Section K) The EXECUTIVE COMMITTEE

- 1) The Executive Committee shall consist of the Officers. They shall hold meetings at the discretion of the President, or upon call of two (2) of the Officers. A quorum shall consist of three (3) of the Officers. The committee shall deal with pressing matters & matters requiring immediate resolution.

- 2) The full Board can not override the Executive Committee, except in matters involving expenditures of Society funds in excess of a limit to be set in the By-Laws.
- 3) However, the Executive Committee can be overruled by a 2/3 vote of the voting membership.

Section L) **STANDING COMMITTEES**

- 1) There shall be at least two (2) Standing Committees: Observing & Program.
  - a) Observing Committee shall be concerned with coordinating Society observing sessions & trips.
  - b) Program Committee shall be concerned with the program schedule of the Regular monthly membership meetings. This is to include speakers & films.
- 2) The chairmen of these committees shall be considered non-voting members of the Board, unless they are already a member of the Board.
- 3) The chairmen shall be appointed by the Board from the general membership. They will report and be responsible to the Board of Directors & Executive Committee.

Section M) All Board of Directors and Executive Committee meetings shall be open to the general membership.

#### **ARTICLE IV MEETINGS OF THE SOCIETY**

Section A) **GENERAL MEETINGS** will be held at the appointed place and time as stated in the By-Laws, unless otherwise decided by the Board.

Section B) Meetings shall be run according to Robert's Rules of Order.

Section C) **SPECIAL MEETINGS** of the membership shall be held when requested by the Board, or by written request of 1/3 of the general membership. The membership shall be notified of such meetings by a written notice stating the purpose, time, and place of the meeting.

#### **ARTICLE V FINANCE**

Section A) The amount of the annual dues for this Society shall be stated in the By-Laws.

Section B) Money collected in payment of annual dues and gifts shall be disbursed as the Board shall direct. Money received for membership in the **PATRON MEMBER** classification shall be deposited or invested as a permanent fund. Patrons may designate the purpose for which their contributions shall be used.

Section C) No officer, Director, or member of the Society may receive any compensation for their services. The President may authorize the Treasurer to reimburse any Officer or chairman of a committee for expenses incurred in the discharge of their official duties.

Section D) The Society shall have an OBSERVATORY FUND as stated in the By-Laws.

### **ARTICLE VI OBSERVATORY**

Section A) The Observatory Committee shall be considered a standing committee, run by the Observatory Director, who shall select his committee members as needed to assist him in his duties.

Section B) The Observatory Director shall be in charge of maintenance and upkeep of the Society Observatory. If no Society Observatory exists, he shall direct the building program for one.

Section C) The Observatory Director will lend full cooperation to the Observing Committee where its activities concern use of the observatory.

### **Article VII RATIFICATION & AMENDMENTS**

Section A) This constitution shall supersede all previous ones.

Section B) Amendments may be proposed by a majority of the general membership, or by a 2/3 vote of the Board of Directors.

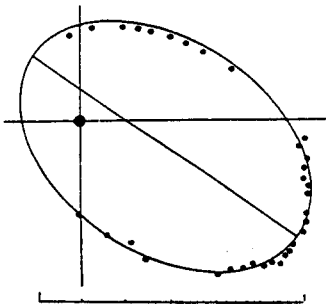
Section C) This constitution may be amended by an affirmative vote of 3/4 of the voting membership by ballot. The proposed amendment and a return ballot must be submitted by mail to each member at least thirty (30) days prior to the meeting at which such amendment is to be considered.

Section D) This constitution shall go into effect upon a 3/4 affirmative vote of the voting membership, as described in the previous section.

Section E) All current Officers & Directors, elected under the previous constitution, shall serve out the balance of their terms, only then to be superseded by officials elected in accordance with this constitution.

Section F) In the case that either the Board of Directors or 1/2 of the general membership, in a written statement to the Board, feel that this constitution is no longer effective, the Board shall approach the general membership and by a 2/3 vote of the membership, establish a constitution committee, to draft a new constitution to supersede this one.

END



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## BY LAWS OF THE CHICAGO ASTRONOMICAL SOCIETY

### ARTICLE ONE: CONDITIONS OF MEMBERSHIP

*(Article II, Section B)*

- 1.01 Payment of the proper annual dues is required. The date of membership shall commence upon receipt of the proper dues by the Treasurer. Upon conclusion of the twelve month membership period, no member shall be granted more than a three month grace period for renewal.
- 1.02 Members shall conduct themselves in a courteous manner at all Society functions. They shall also refrain from entering into any conduct which might reflect unfavorably upon this Society. Any member failing to meet these basic rules shall be, with prior notification, subject to a review of their membership by the Board of Directors.

### ARTICLE TWO: CLASSES OF MEMBERSHIP

*(Article II, Section B)*

- 2.01 Regular members shall receive full voting privileges, the right to hold office, open access to all Society functions, a concurrent membership in the Astronomical League with all membership publications thereof, and all publications of this Society. Dues will be \$25.00 per year.
- 2.02 Student members shall receive the same rights and privileges as regular members. Student membership shall be restricted to full time students. Dues will be \$17.00 per year.
- 2.03 Associate members shall receive the same rights and privileges as Regular members, excluding the services of publications. Associate membership shall be restricted to other household members of current Regular, Student, Patron, or Benefactor members. Dues shall be \$13.75 per year.
- 2.04 A Patron member shall be any person or organization donating the sum of \$250.00 or more annually. Patron members shall receive the same rights and privileges as Regular members. Disbursement of a Patron member's donation shall be in accordance with Article Five, Section B of the Constitution of the Chicago Astronomical Society, 1980.
- 2.05 A Benefactor member shall be any person or organization making a one-time donation of \$1,000.00 or more. In the case of an individual, a life membership is included. In the case of a corporate entity, a fifty year membership is included. Both forms include all rights and privileges accorded to Regular members. Disbursement of a Benefactor member's donation shall be identical to that of a Patron member donation.
- 2.06 Affiliate members shall receive the newsletter of the Society. Affiliate membership shall be restricted to those individuals who are a voting member of another recognized astronomical organization. Dues shall be \$18.00 per year for domestic addresses, \$20.00 per year for foreign addresses.
- 2.07 Corresponding members shall receive the newsletter of the Society. Corresponding membership shall be restricted to those individuals who live outside the State of Illinois. Dues shall be \$18.00 per year for domestic addresses, \$20.00 per year for foreign addresses.

### ARTICLE THREE: ASSOCIATION WITH OTHER ORGANIZATIONS

*(Article II, Section B)*

- 3.01 The Board of Directors shall authorize membership of this Society in other organizations whose objectives are consistent with those of the Chicago Astronomical Society.

**ARTICLE FOUR: TERMS OF OFFICERS**

*(Article III, Section A)*

- 4.01 The offices of President and Vice President shall not be occupied by the same person for more than two consecutive full terms. The offices of Secretary, Treasurer, and Directors-at-Large shall have no restrictions as to their tenure in office.

**ARTICLE FIVE: REPORTING OF MINUTES BY THE SECRETARY**

*(Article III, Section B-3)*

- 5.01 The Secretary shall perform his functions at all general and special membership meetings and at all meetings of the Board of Directors.

**ARTICLE SIX: MONTHLY MEETING OF THE BOARD OF DIRECTORS**

*(Article III, Section H)*

- 6.01 The Board of Directors shall meet on the first Friday of each month, at 7:00 PM at the Adler Planetarium, unless an alternate time and place shall appear preceding the meeting in the monthly meeting notice.

**ARTICLE SEVEN: MAXIMUM EXPENDITURE BY THE EXECUTIVE COMMITTEE**

*(Article III, Section K)*

- 7.01 Said limit shall be set at fifty dollars.

**ARTICLE EIGHT: MONTHLY MEETING OF THE GENERAL MEMBERSHIP**

*(Article IV, Section A)*

- 8.01 General business meetings shall be held at least once a year in the month of June at a time and place to be designated by the Board of Directors.

**ARTICLE NINE: OBSERVATORY FUND**

*(Article V, Section B)*

- 9.01 The Treasurer shall differentiate between the Observatory Fund and the General Fund in the records. Observatory funds can be used for acquiring equipment which is intended for use in the Society observatory, even if said observatory does not exist. Such equipment purchases shall require a two-thirds vote of a duly convened meeting of the Board of Directors.

**ARTICLE TEN: DEFINITION OF VOTING MEMBERSHIP  
AS USED IN THE CONSTITUTION OF 1980**

- 10.01 Voting membership shall be defined as all eligible members responding to a properly called vote.