

CENTRAL FLORIDA WOODTURNERS

CONSTITUTION AND BYLAWS

ARTICLE 1: ORGANIZATION PURPOSE

Section 1.1 Organization. Central Florida Woodturners (“CFW”) is an unincorporated association of persons joining together to enjoy a common interest in woodturning.

Section 1.2 American Association of Woodturners, Inc. CFW shall exist as a member chapter of the American Association of Woodturners, Inc. (“AAW”), and shall organize and conduct itself in such manner as necessary to constitute a “100% chapter” of AAW.

Section 1.3 Purpose. CFW exists to encourage and assist its members in advancing their skills in woodturning, and to educate the public and promote among the public a greater enjoyment and appreciation of the art of woodturning.

Section 1.4 Address. The principal business address of CFW at any given time shall be the mailing address of the person then serving as Secretary of CFW, as provided in Section 4.2, below.

ARTICLE 2: MEMBERSHIP

Section 2.1 Classes of Membership. CFW shall have the following classes of membership, with the following requirements and privileges:

- (a) *Regular Membership.* This class of membership is open to all persons and is intended for those who want to participate actively in the regular activities of CFW.
 - (1) Regular members are voting members of CFW and enjoy all privileges of full membership in CFW.
 - (2) A Regular Member must be a full member of AAW and all AAW dues must be current.
 - (3) Dues for regular members shall be \$20.00 per year, or such other amount as the Steering Committee from time to time shall establish.

- (b) *Family Membership.* This class of membership is open to all members of the immediate family of a Regular Member and is intended to encourage the families of Regular Members to participate fully in the activities of CFW.
 - (1) Family members are voting members of CFW and enjoy all privileges of full membership in CFW.
 - (2) Family Members of CFW also must be Family Members of AAW and all AAW Family Membership dues must be current.
 - (3) Dues for Family Membership shall be \$5.00 per year, in addition to the dues for the Regular Member, or such other amount as the Steering Committee from time to time shall establish.

(c) *Corresponding Membership.* This class of membership is open to all persons who reside outside of Central Florida but wish to receive CFW publications, notices, announcements, etc.

- (1) Corresponding Members are not eligible to vote in CFW, and do not receive Member pricing on programs sponsored by CFW or items sold by CFW.
- (2) Corresponding Members shall not be required to be members of AAW.
- (3) Dues for Corresponding Members shall be \$10.00 per year, or such other amount as the Steering Committee from time to time shall establish.

Section 2.2 Meetings. Meeting of the Members shall be held monthly, or at such other times as the Steering Committee from time to time shall determine. The place and time of such regular meetings shall be determined by the Steering Committee and announced to the Membership sufficiently in advance of such meetings as to enable the Members to attend such meetings. The Annual Meeting of the Members, at which election of officers shall be held, shall be the regularly scheduled meeting in January of each year.

ARTICLE 3: STEERING COMMITTEE

Section 3.1 In General. CFW shall be governed by a Steering Committee whose number, qualifications, duties and conditions of service shall be as set forth in this Article.

Section 3.2 Number; Qualification. The Steering Committee shall consist of nine voting members and additional non-voting members as provided for in this Article. Only Members of CFW whose dues are current shall serve on the Steering Committee.

(a) *Voting Members.* The voting members of the Steering Committee shall consist of five (5) ex-officio members and four (4) at-large members

- (1) The ex-officio voting members of the Steering Committee shall be the immediate past President, who shall serve as Chairman of the Steering Committee and the Officers of the CFW during their term of office.
- (2) The at-large voting members of the Steering Committee shall be those persons serving as at-large voting members on the date on which this Constitution and By-Laws are adopted, 1998, and their successors in office.

(b) *Non-Voting Members.* Any Member who is serving the AAW as an officer or director of AAW shall serve as a non-voting ex-officio member of the Steering Committee.

(c) *Change in Number.* The number of members of the Steering Committee may be increased or decreased only by amendment to this Constitution and By-Laws.

Section 3.3 Removal. A member of the Steering Committee may be removed from the Steering Committee when a majority of the Committee determines that such member's level of participation on the Steering Committee is inadequate to meet the responsibilities of the Steering Committee, or whenever the Steering Committee has determined that such member's actions are detrimental to CFW or to the Steering Committee. Such removal may be effected only by the Steering Committee, on motion made and seconded, and

approved by not less than two-thirds (2/3) of the total membership of the Steering Committee.

Section 3.4 Steering Committee Vacancies

- (a) *Officers.* When any person serving as an Officer ceases to be an Officer, such person also shall cease to be a voting ex-officio member of the Steering Committee, and such person's successor in office as an Officer of CFW shall succeed such person as a voting ex-officio member of the Steering Committee.
- (b) *At-Large Members.* Any vacancy among the at-large members of the Steering Committee shall be filled by majority vote of the remaining members of the Steering Committee.

Section 3.5 Meetings. The Steering Committee shall meet at such times and at such locations as the Steering Committee from time to time shall determine, but not less frequently than quarter-annually. In addition, the President or the Chairman of the Steering Committee may call a special meeting of the Steering Committee at any time on three (3) days advance notice to the members of the Steering Committee.

ARTICLE 4 OFFICERS

Section 4.1 In General. CFW shall be served by four (4) elected Officers as set forth in this Article, and such additional committee chairmen, coordinators, and other positions as the Steering Committee from time to time shall designate.

Section 4.2 Elected Officers. The elected Officers and their duties shall be as follows:

- (a) *President.* The President shall be the chief Officer of CFW and shall preside at all CFW meetings.
- (b) *Vice President.* The Vice President shall serve as program chairman for CFW, responsible for providing demonstration and educational programs at regular meetings of CFW, and for arranging workshops and special demonstration programs as the Steering Committee shall determine. The Vice President shall preside at all CFW meetings in the absence of the President. If the President ceases to serve during a term of office, the Vice President shall succeed as President for the remainder of the current term.
- (c) *Secretary/Editor.* The Secretary /Editor shall serve as principal corresponding Officer for CFW and as editor of the CFW newsletter. The Secretary/Editor shall be responsible for receiving and communicating with CFW regarding all correspondence delivered to CFW, and for preparing and delivering all correspondence originating with CFW. The Secretary/Editor also shall be responsible for timely preparation and distribution of a newsletter containing information and articles of interest to the Members.
- (d) *Treasurer.* The Treasurer shall be responsible for receiving, depositing, disbursing, and accounting for all CFW funds. Each calendar month the Treasures shall provide the Steering Committee with a summary of all CFW funds received and expended. The Treasurer shall report to the Membership on the financial status of CFW at such times as the Steering Committee shall direct, but not less frequently than annually.

Section 4.3 Nominations, Election, Term of Office, Vacancies

- (a) *Election Meeting.* Election of officers shall be held at the regular January meeting of CFW each year (the "Elections Meeting").
- (b) *Term of Office.* The officers elected at the regular January meeting shall take office immediately after such meeting is adjourned and shall serve until their successors take office at the adjournment of the regular January meeting the following year.
- (c) *Nominations.* Each year the Steering Committee shall serve as a nominating committee, or it may appoint a nominating committee to report to the Steering Committee.
 - (1) The nominating committee shall be responsible for nominating a single slate of Members as candidates for each of the elective offices, and shall present the slate of candidates to the Membership not later than the regular November meeting.
 - (2) At the Election Meeting, the President shall announce the slate of candidates nominated by the nominating committee and shall solicit additional nominations from the floor. Such floor nominations shall be solicited for each of the offices of President, Vice President, Secretary/Editor, and Treasurer, in order.
- (d) *Election Procedure.* At the Election Meeting, Officers shall be elected by vote of the Members present.
 - (1) If only one candidate has been nominated for an office, such candidate shall be declared to winner before the voting begins.
 - (2) If two candidates have been nominated for an office, the winner shall be determined by a majority of the votes cast.
 - (3) If more than two candidates have been nominated for an office, the winner shall be the candidate receiving the greatest number of votes cast (a plurality).
- (e) *Vacancies.* If, during a term of office, the President for any reason ceases to serve as President, then the Vice President shall succeed as President for the remainder of such term. If, during a term of office, any Officer other than the President ceases to serve in the office to which such person was elected (including the Vice President while filling the remainder of a President's term), then the Steering Committee shall appoint a Member to serve the remainder of the term of such Officer.

ARTICLE 5: MISCELLANEOUS

Section 5.1 Finance; Funds. CFW shall maintain one or more checking or savings account as shall be appropriate for the business of CFW. CFW may raise funds through membership fees; special assessments approved by the Members; sale of t-shirts and caps; wood auctions; tuition; participation or attendance fees for events sponsored by CFW; and any other manner permitted by law.

Section 5.2 Amendment. This Constitution and By-Laws may be amended or modified at any time by a two-thirds (2/3) vote of the Members. Any amendment proposed by the Steering Committee shall be submitted to the Members for a vote; any amendment proposed by a Member must be by motion made and seconded. A proposed amendment must be submitted to the Members not less than two (2) weeks in advance of the meeting at which such amendment is to be voted upon. A vote on a proposed amendment may be made only at a meeting of the Members, and the intention to vote on the amendment at such meeting must have been communicated to the Members not less than two (2) weeks in advance of such meeting.

IN WITNESS WHEREOF, the foregoing Constitution and By-Laws of Central Florida Woodturners have been adopted and approved by the membership of Central Florida Woodturners on _____, 1998, the undersigned hereby adopt the same on behalf of central Florida Woodturners, and shall be effective _____, 1998.

Art Siegel, Chair, Steering Committee

Gary West, President

Jim McNabb, Vice President

Todd Scarborough, Secretary/Editor

Dick Coddling, Treasurer

Member at-Large

Member-At-Large

Member-At-Large

Member-At-Large

AMENDMENTS

(Changes appear bold and underlined)

Amendment I

(Passed 18 March 2010)

Section 4.3 Nominations, Election, Terms of Office, and Vacancies be amended as follows:

- (a) Section 4.3(a) Election Meeting. Election of officers shall be held at the regular **November** meeting of CFW each year (the "Elections Meeting").
- (b) *Term of Office.* The officers elected at the regular **November** meeting shall take office **effective January 1st of the next year and shall serve until their successors take office January 1st of the following year.**
- (c) *Nominations.*
 - (1) The nominating committee shall be responsible for nominating a single slate of Members as candidates for each of the elective offices, and shall

present the slate of candidates to the Membership not later than the regular **October** meeting.

Amendment II
(Passed 18 March 2010)

Section 3.2 Number; Qualification. The following sub-section is created under Section 3.2.

(d) Florida Woodturning Representatives. So long as CFW participates in the Florida Woodturning Symposium, the two members who serve as CFW representatives to the Florida Woodturning Symposium shall be full voting members of the Steering Committee. These two voting members are hereby understood to be added to the various clauses of this constitution that speak to the size of the Steering Committee. Should CFW no longer participate in the Florida Woodturning Symposium, the Steering Committee shall revert to its original size.

BY-LAWS

By-Law I
(Passed February, 2004)

Major Decisions. For any MAJOR decision for the club, such as a change in meeting location or expenditures over \$200.00, the membership should be made aware of the proposal and discussed at the monthly meeting or notified by email or by mail outs TWO times before coming to a vote by the membership. In other words, it could be proposed at one meeting, further discussed the next meeting, and then be voted on by the members.

(Amended April 18, 2010)

By-Law I regarding **Major Decisions** be modified as follows: For any MAJOR decision for the club, such as a change in meeting location or expenditures over **\$700.00**, the membership should be made aware of the proposal and discussed at the monthly meeting or notified by email or by mail outs TWO times before coming to a vote by the membership. In other words, it could be proposed at one meeting, further discussed the next meeting, and then be voted on by the members.

By-Law II
(Passed October, 2004)

Dues. Central Florida Woodturners annual dues shall be as follows starting immediately:

Type	Local	AAW	Total
Individual	\$30.00	\$40.00	\$70.00
Family	\$30.00	\$45.00	\$75.00