

OCALA MACINTOSH USER GROUP BYLAWS

(as amended July 2008)

ARTICLE 1: NAME AND PURPOSE

1.1 The name shall be Ocala Macintosh User Group hereafter called OMUG.

1.2 The purposes, objects and powers of OMUG are as follows:

a) The purpose of OMUG is to promote and foster awareness in the community of the broad range of functions, utility, and flexibility the Macintosh computer systems can provide; also to assist members enhance their computer systems and use by sharing information, support, and insights with each other.

b) OMUG specifically opposes the unethical, or illegal use of computer equipment or software. No assets of OMUG, including time and funds, will be devoted in any way to further such activities.

1.3 In the event OMUG is liquidated or dissolved, all properties and net assets of OMUG shall be donated to an organization dedicated to charitable or educational purposes involving Macintosh computer systems.

ARTICLE 2: BOARD OF DIRECTORS

2.1 The directors shall consist of the President, the immediate Past-President, the Vice-President, the Secretary, the Treasurer and at least three (3) members-at-large. The President or a delegate shall be chairperson at Board meetings.

2.2 The directors shall be elected at the annual general business meeting, shall take office at the end of that meeting and shall serve a term of one (1) year. Elections shall be by majority decision of a quorum of voting members present, with the positions of member-at-large being considered identical. If the Past-President is unable or unwilling to serve, members-at-large shall be increased to four (4).

2.3 The directors must be voting members of OMUG at the time of their election and must remain members of OMUG during their tenure.

2.4 If a vacancy occurs on the Board, the remaining directors may temporarily fill the vacancy until such time as a quorum of voting members can be convened to conduct a special election. This election may be conducted at any meeting of members, scheduled or unscheduled, business or otherwise as provided by these bylaws.

2.5 Not less than four (4) directors shall constitute a quorum at any meeting of the Board. Any action taken shall be by vote of a clear majority of the quorum.

2.6 Immediately after the annual meeting, the newly elected Board shall hold a meeting. Thereafter the Board will have meetings as called by the President or if required the Vice President or as specified in Article 2.7

2.7 Special meetings of the Board may be called by any two (2) directors. Notice of the time and place of each special meeting shall be delivered to each director by telephone or email at least forty-eight (48) hours before the meeting, or be mailed first class to the last known address at least three days before the meeting.

2.8 The transactions of any meeting of the Board, no matter how it is called and noticed, and wherever it is held, are as valid as though transacted at meetings held after the notice and call, if a quorum is present

2.9 A vacancy may occur on the Board in any of the following ways:

a) Any director not present at time of election must agree to accept the position by so notifying the secretary within sixty (60) days. Any director who fails to do so has vacated the position.

b) Any director who has not attended three (3) consecutive Board meetings

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shall be asked to vacate the position unless a reason acceptable to the Board is provided; or the Board may declare the position vacant by a majority vote.

ARTICLE 3: OFFICERS

3.1 The officers of OMUG shall consist of a President, a Vice-President, a Secretary, and a Treasurer. The officers shall be elected in the manner set forth in Sec. 2.2.

3.2 Subject to the control of the Board, the President shall have general supervision, control and direction of the business and affairs of OMUG, including the authority to establish and appoint ad hoc committees and to appoint individual members to positions of special service.

3.3 In the absence or disability of the President, the Vice-President or other Board designate shall take over the duties of President.

3.4 The Secretary shall keep records of all Board and regular meetings; give notice of meetings where required by these bylaws; and perform other applicable duties that may arise.

3.5 The Treasurer shall maintain accurate accounts of all receipts and disbursements and report on OMUG's financial status at each regular and Board meeting.

ARTICLE 4: MEMBERS

4.1 Any person *14 years of age or older* who is interested in computers and their uses and who wishes to further the purposes of OMUG may become a member by application and payment of dues as set forth in these bylaws.

4.2 Membership applications must be approved by a Board member and must be accompanied by prepayment of dues for the membership category chosen. During the fiscal year, dues for new members shall be prorated for the remainder of the current year on a basis set by the Board.

4.3 All memberships (except charter and life membership) shall automatically expire at the end of each fiscal year unless extended by payment of annual dues for the succeeding fiscal year within a designated grace period as established by the Board. Honorary membership status shall be reviewed annually by the Board.

4.4 The annual dues for all categories of membership shall be set by the Board and may be changed at any time. Changes shall not apply retroactively.

4.5 Membership categories are defined as follows:

a) A regular member pays dues at the standard rate and has all rights and privileges, including voting, holding elected office, and a subscription to the OMUG newsletter.

b) A charter member, having contributed an amount, including dues, of \$100 during the charter year, has all regular membership rights and privileges. After the charter year, membership dues are waived.

c) The Board may elect to have a senior member category at a discount rate. A senior member must be fifty-five (55) years of age or older and shall have all regular membership rights and privileges.

d) A student member, who must be nineteen (19) years of age or younger and be attending high school, has all regular membership rights and privileges, excluding voting and holding an elected office. The Board may set dues for a student member at a discount rate.

e) Family memberships cover all adult members of the family living in the same household and all have regular membership rights and privileges, but only one newsletter subscription. A separate

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family membership rate shall be set by the Board.

f) An honorary member has all regular membership rights and privileges, excluding those of voting and holding an elected office. Honorary members are nominated and elected by a majority vote of the Board. Dues for an honorary member are waived.

g) A life member has all regular membership rights and privileges and signifies sustained, extraordinary service by a regular member, or ten (10) consecutive years of active regular membership. Individuals proposed for life membership by virtue of service are nominated by the Board and confirmed by a majority vote of a quorum at any meeting of the members. Dues are waived.

h) A group (or corporate) membership is available to any business, educational, or other organization, profit or non-profit, which desires to further the goals of OMUG. This membership may register multiple individuals who shall each have all the regular membership rights and privileges, excluding voting and holding elected office. A group membership, however, shall be entitled to one vote and must be represented by a designated individual who shall have the right to exercise that voting privilege and to hold elected office. A group membership must also register an agreed minimum number of individuals and pay dues for each registered individual, as determined by the Board.

ARTICLE 5: MEETINGS

5.1 General business meetings of voting members of OMUG shall be held annually in April of each year. This means the club's fiscal year runs from the close of the April meeting until the close of the April meeting the following year.

5.2 Special business meetings of voting members of OMUG may be called by the Board, by the President, by majority decision of a quorum of voting members present in any general assembly, or by a petition signed by five (5) percent of the voting members and filed with the Secretary at least thirty (30) days before the meeting.

5.3 Written notice of the time and place of each business or special meeting shall be emailed or mailed to the last known address of each member entitled to vote thereat at least ten (10) days prior to the meeting. The notice of annual or special business meetings must state the general nature of the business to be transacted thereat. The primary method of giving notice of such meetings shall be through the OMUG newsletter.

5.4 Only members of record eligible to vote at the close of business thirty (30) days before an annual or special business meeting shall be entitled to vote at the meeting.

5.5 A quorum at an annual or special business meeting is the lesser of five (5) percent of the members eligible to vote thereat, or twenty (20) members.

5.6 Regular meetings of OMUG members (generally monthly) shall be established by the Board. Scheduled time and place thereof shall be published in the newsletter. Additional or alternative meetings may be scheduled, providing notice thereof is communicated to each member prior to such meetings.

ARTICLE 6: SPECIAL INTEREST GROUPS

6.1 In the interest of promoting computer education, a Special Interest Group (hereafter called SIG) may be sponsored by OMUG, if the Board approves.

6.2 Members wishing to establish a SIG must submit to the Board a written petition signed by at least three (3) members, re-

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requesting the formation of a SIG and indicating that the members agree:

- a) to abide by all OMUG bylaws, policies and Board directives, present or future concerning SIG activities;
- b) that all SIG members with access to SIG activities, products, public domain software files, etc., must also be members of OMUG;
- c) that all members of OMUG will be welcome to attend any SIG function at no additional charge, subject to space limitations;
- d) to turn over all funds collected to the Treasurer of OMUG, and to account for all funds expended by the Board for the SIG activities; and
- e) to elect a SIG leader to report to the Board on its activities. The SIG leader is invited to attend all Board meetings.

ARTICLE 7: FINANCES

7.1 All moneys received shall be deposited in the financial institutions approved by the Board.

7.2 All expenditures, other than routine recurring expenses, must be authorized by the Board. Funds may be drawn from OMUG financial accounts) only by the signature of officers authorized to do so by the Board.

7.3 No member shall receive any salary or other compensation for their services, but actual expenses incurred in transacting OMUG business may be reimbursed if properly documented, or on approval by the Board.

7.4 The Treasurer shall submit a report on the finances of OMUG to directors at each Board meeting.

7.5 The Board shall arrange for an annual audit of the financial records of OMUG and a written statement of the audited accounts shall be made available to members. The

audit may be conducted by a suitably qualified member.

ARTICLE 8: AMENDMENTS

8.1 These bylaws may be amended only by a majority vote of a quorum of voting members at any business meeting. Notice of proposed amendments must be sent to each member at least ten (10) days prior to any meeting at which the proposal will be voted upon.