

CAMBRIA COMPUTER AND TECHNOLOGY CLUB

By-Laws

ARTICLE I: NAME & PURPOSE

Section 1: Name – The name of this club shall henceforth be *Cambria Computer and Technology Club*

Section 2: Purpose – The purpose of this club shall be:

1. for the education and recreation of its members.
2. to serve individuals in our community in need of improving their skills in personal computers or related technologies.
3. to encourage computer and related device use and understanding of members by providing computer and technological device presentations and instruction.
4. to gain technical, practical and creative computer skills and network with others who have similar interests.

ARTICLE II: MEMBERSHIP & DUES

Section 1: Eligibility – Membership shall be open to any person of the community at large upon payment of the dues as outlined in Section 2 below.

Section 2: Dues – Dues shall be \$ 10.00 per year. Dues must be paid at the beginning of each membership year, beginning January 1. Dues are nonrefundable.

Section 3: – Each member has the privilege of attending all meetings, programs and activities sponsored by the club.

ARTICLE III: EXECUTIVE BOARD AND OFFICERS

Section 1: Officers – The Executive Board shall be a President, Vice-President, Secretary, Treasurer, and other past officers as agreed to by the Board.

Section 2: Eligibility – Officers must be members in good standing with membership dues and rules.

Section 3: Election – The officers shall be elected by a majority of the vote by the last meeting of the year (December). Eligible nominees are club members who have agreed to serve in the position for which he/she is nominated.

Section 4: Term – The officers shall serve for one year and may be re-elected without limit as to the number of terms served.

Section 5: Vacancy – If a vacancy occurs in the office of President, the Vice-President shall assume the office for the remainder of the term and vacancies in any other office shall be filled by a timely nomination and election.

ARTICLE IV: DUTIES OF OFFICERS

Section 1: President – it shall be the duty of the President to:

- Preside at meetings
- Vote only in case of a tie
- Represent the club
- Appoint other chairpersons subject to approval of the Executive Committee
- Perform such other duties as ordinarily pertain to this office

Section 2: Vice-President – It shall be the duty of the Vice-President to:

- Preside in the absence of the President
- In the absence of the Secretary, record the minutes of all meetings wherein business, financial and/or structural transactions of the club are discussed and voted upon.
- Serve as chairperson of the Program Committee
- Issue notices of meetings

Section 3: Secretary – It shall be the duty of the Secretary to:

- Record the minutes of all meetings wherein business, financial and/or structural transactions of the club are discussed and voted upon.
- Keep a file of the club's records
- Maintain a current roster of membership
- Conduct general club correspondence

Section 4: Treasurer – It shall be the duty of the Treasurer to:

- Receive all funds and process Request for Payment, Deposit Slip, and Officer Signature Forms
- Keep an itemized account of all receipts and expenditures and make reports as directed
- Present copy of Treasurer's Report for posting on the club's web page

ARTICLE V: MEETINGS

Section 1: Meetings – Regular meetings shall be scheduled monthly except when scheduled meeting dates interfere with holidays and other events as determined by the President with the approval of the Executive Committee, who may also schedule more than one meeting per month if deemed necessary.

Section 2: Special Meeting – Special meetings may be called by the President with the approval of the Executive Committee.

Section 3: Parliamentary Procedure – Robert’s Rules of Orders shall govern the conduct of club meetings and orders of business.

ARTICLE VI: EXECUTIVE COMMITTEE

Section 1: Responsibility – Management of this club shall be vested in an Executive Committee responsible to the entire membership to uphold these bylaws.

Section 2: Membership – This committee shall consist of the officers as listed in Article III.

Section 3: Meetings – This committee shall meet at least once a year to organize and plan future activities.

ARTICLE VII: FISCAL MATTERS

Section 1: The Executive Committee shall set the annual club dues that are nonrefundable. All funds received by the club from any source become the property of the club.

Section 2: All funds received by the treasurer shall be deposited to a bank checking account maintained for the benefit and convenience of the club. The signatures of two club officers shall be required on each check drawn on this account.

Section 3: Club’s Fiscal Year ends on the last day of the month of December.

Section 3: The Executive Committee shall authorize all individual club expenditures up to \$500.00. The Executive Committee shall present at the next membership meeting all expenditures more than \$500.00 to the club membership for consideration and approval.

ARTICLE VIII: OTHER COMMITTEES

Section A: Other Committees – Membership, Website, Recycle or other needed directors will be comprised of volunteer members or appointed by the President before the end the year. The President shall have the authority to appoint any special committees, with the approval of the Executive Committee, as need demands.

ARTICLE IX: AMENDMENTS

Section 1: Selection – these Bylaws may be amended by a majority vote of the membership.

Section 2: Notices– A notice of the proposed amendment shall be posted on the club’s bulletin board/web page prior to the meeting the vote is to be taken. Bylaws shall be posted on the club webpage.


ARTICLE X: MISCELLANEOUS

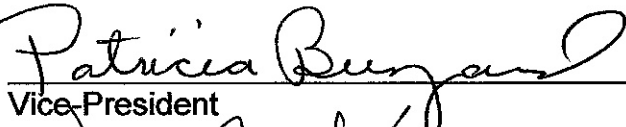
Section 1: Upon dissolution of the Cambria Computer and Technology Club, all club assets shall be distributed to a local non-profit charity as directed by a majority vote of the Cambria Computer and Technology Club Executive Committee.

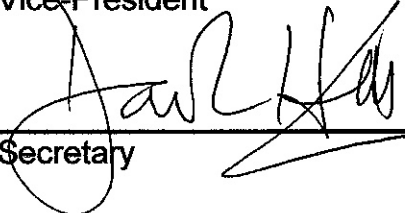
State of California in the county of San Luis Obispo

I, Patricia Bunyard, hereby certify that I am the duly elected Vice-President of The Cambria Computer and Technology Club; that attached are the Bylaws of the club, and that such have been duly enacted and are in full effect as of the date hereof:

Dated: 11 May 2017

 DAVID BUTCHER
President

 Patricia Bunyard
Vice-President

 DAVID HILLS
Secretary