

**Magic Valley Gem Club
Twin Falls, Idaho
By-Laws of Magic Valley Gem Club, Inc.**

Magic Valley Gem Club Incorporated By-laws Twin Falls, Idaho

By-Laws of the Magic Valley Gem Club, Inc.

An Idaho Corporation (Non Profit – but not tax exempt)

This Document is entirely owned by the MVGC and the Corporation By-Laws are limited as to access.

Major titles of Articles of the BYLAWS: **Article 1** Corporate Name and Purposes; Club's Mission Statement;
Article 2 Officers – Their Powers and Duties; **Article 3** Club Operations and Management;
Article 4 Articles Management and Finances; **Article 5** Club meeting games, raffles, drawings, auctions, and similar activities; **Article 6:** Magic Valley Gem Club's Management of Social Media relating to the CLUB;
Article 7 Member qualifications, Admissions, Meetings, Dues, Conduct, etc.; **Article 8** Amendments and Standing Rule changes; **Article 9** Liability of Magic Valley Gem Club Inc.; **Article 10** Club meeting games, raffles, drawings, auctions, and activities.; **Article 11:** procedures for the selection, nomination, and elections;
Standing Rules for the Magic Valley Gem Club, Inc.; **Addendums to the Bylaws**

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Page 1 Article 1 Corporate Name and Purposes

Club's Mission Statement

Article 2 Officers – Their Powers and Duties

Section 1: The Elective officers of the Corporation

Section 2: The Executive Board officers shall incur no indebtedness

Section 3: Name or Association of the Magic Valley Gem Club for purposes other than

Page 2 Article 2 Officers – Their Powers and Duties

Section 4: The President is the Chief Executive Officer (CEO) of the Corporation.

Section 5: The Vice President - Chief Operations Officer (COO) (V.P.) of the Corporation

Page 3 Article 2 Officers – Their Powers and Duties

Section 6: The Secretary - Chief Records Officer (CRO) of the Corporation

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Section 7: The Treasurer – Chief Financial Officer (CFO) of the Corporation

Section 8: The Public Relations Director (PRD)

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Section 9: The Field Marshall (CFM)

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Section 10: The Club Federation Director (CFD)

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Section 11: The Gem Show Chairman (GSC)

Section 12: The Magic Valley Gem Show First Assistant Chairmen

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Page 8 Article 2 Officers – Their Powers and Duties

Section 13: The Magic Valley Gem Show Advisor (GSA)

Section 14: The Club Bulletin Editor (CBE)

Section 15: Club Hospitality Chairman (CHC) Duties

Page 9 Article 2 Officers – Their Powers and Duties

Section 16: Mining Claims Manager (MCM) Duties

Page 10 Article 3 Club Operations and Management

Section 1: The elected officers named in Section One of these Articles shall constitute the Executive Board (Board of Directors of the Corporation).

Section 2: Operations and meeting methods and guide lines for the Club

Section 3: Media requests of members involving MVGC responses.

Section 4: BY-LAW changes required by Idaho Corporations requirements.

Page 11 Article 4 Articles Management and Finances

Section 1: The direction and control of the affairs of the corporation is in its members' authority as expressed by majority vote of the members present at any regular or special meeting, duly noted as required by the preceding articles.

Section 2: All financial decisions and money matters brought before the Executive Board or the membership at any meetings must have a two thirds positive vote for approval to spend any Club funds.

Section 3: The president will submit a yearly operations budget at the May Executive Board budget meeting for the year

Section 4: Upon passing, this, Budget document, will be the authorization for the Treasurer to pay all bills included in the budgeted amounts.

Page 12 Article 4 Articles Management and Finances

Section 5: The Club's Executive Board shall be the Agent for receiving and controlling of all donated, willed, and other means monies, property, real estate, equipment, and all other items.

Section 6: All monies received to the corporation shall be first delivered to the Secretary

Section 7: All receipted monies of the Corporation shall be handled by the Treasurer.

Section 8: All financial transactions are to be handled by the Treasurer and if absent, two Executive Board members

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Section 9: All financial purchases shall be paid to businesses with Club checks or by electronic means with received receipts from whom the product or service was attained.

It's preferred the Club pays expenses directly to Companies and not reimburse members.

Section 10: The Magic Valley Gem Show chairman shall have the authority to issue expenses in relation to the Gem show within an approved budget.

Section 11: The Magic Valley Gem Assistant Show Chairman shall have the authority delegated to them by the Show Chairman

Page 14 Article 4 Articles Management and Finances

Section 12: Show equipment will not be lent out, borrowed, or rented for any purpose not even for Club meetings or trainings.

Section 13: All Show expenses over the individual allotted categories of the approved show budget must have an approval vote of the members present at regular or special meeting.

Section 14: Show monies received are to be receipted first by the Secretary and Treasurer or designate. Two persons shall account for and sign each collection and monies will then be turned over to the Treasurer

Section 15: In May and January of each Calendar year, the Executive Committee shall meet to audit the books, ensure filings completed for the Secretary, the Treasurer and the Raffle

Section 16: The Club's Executive Board shall act as the purchaser and holder for its member's assets and holdings needed to run and for the functions of the club itself.

Section 17: Donations to or on behalf of the Club includes all Items, rocks, equipment and supplies must go through the Executive Board to ensure proper procedures are followed and the wishes of the individuals donating such are upheld.

Section 18: ALL equipment purchased or otherwise acquired by the Club for use at trainings and meetings will be directly under the control and physical responsibility of the CLUB VICE PRESIDENT

Section 19: Emergency assessments will be made at the direction of the Executive Board and approved by the two-thirds majority of membership at any regular or special meeting.

Section 20: Club Members Actions and or Activities regarding SALES TAX requirements.

Section 24: Temporary appointment of an Executive Board Member VACANCY by the President and with the approval of the Executive Board.

Page 15 Article 5 Club meeting games, raffles, drawings, auctions, and similar activities.

Section 1: Revenue generating games, auctions, raffles, drawings and including Tailgate gatherings or activities, etc. will follow these guidelines and rules to the letter and intent.

Section 2: Vice President will be the Executive Board member in charge of the raffle

Section 3: Club Games, raffles, auctions; including the Show, will be under the direction of the Executive Board with the Vice President insuring all rules and regulations set forth in the Club's Bylaws and Standing Rules are followed to the letter and intent there-of.

Page 16 Article 6: Magic Valley Gem Club's Management of Social Media relating to the CLUB

Section 1: The Magic Valley Gem Club will maintain an official Web site, Facebook and ALL other types of Social Media are under the DIRECT SUPERVISION of the President, Public Relations officer and with the Executive Board.

Section 2: The MVGC Web Master and Facebook Club managers and other Social Medias must be authorized by Executive Board.

Section 3: All posted materials must comply within the boundaries of this Article. NO unauthorized social media sites will be allowed.

Section 4: All material must be free of commercial advertising of any kind

Section 5: NO POSTING containing Negativity about members will be allowed.

Section 6: No Editorial comments or Advertising will be allowed

Section 6: If in doubt do not post the material.... NO EXCEPTIONS!

Section 8: NO unauthorized social media sites will be allowed.

Section 9: Club information published in the Club bulletin is the official record of the Clubs.

Page 17 Article 7 Member qualifications, Admissions, Meetings, Dues, Conduct, etc.

Section 1: Any person desiring admission for membership

Section 2: All members of the Magic Valley Gem Club in good standing

Section 3: Members 17 years of age and under shall be known as junior members.

Section 4: The regular business meetings of the Corporation shall be held at a designated location, at 8:00 P.M., on the third Thursday of each month

Page 18 Section 5: In May and January of each Calendar year, the Executive Committee shall meet to audit the books

Section 6: The annual dues of the Magic Valley Gem Club

Section 7: Dues for Junior Members shall be one-half that of regular membership dues

Section 8: A member's dues not paid by December 20 shall be automatically suspended from membership

Section 9: A member dropped from the membership roll may be reinstated by payment

Section 10: Permanent membership for an older member

Section 11: Requirements for holding an Executive Board office –A time commitment of a minimum of two years is asked of those seeking a general E.B. office.

Top financial officers require an additional two years as does the Show Chairman

Page 19 Section 12: Each member is responsible for their own decisions and must carry personal Automobile, Health, Accident and Liability insurance

Section 13: Each member shall abide by the American Federation of Mineralogical Society CODE OF ETHICS

Section 14: Club membership loss and individuals removed

Section 15: Removal of individuals from Elected Offices

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Continued: Article 7 Member qualifications, Admissions, Meetings, Dues, Conduct, etc.

**Section 16: EQUAL MEMBERSHIP OPPORTUNITY STATEMENT
Magic Valley Gem Club, Inc. policy on membership and Elected officers!**

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Article 8 Amendments and Standing Rule changes.

Section 1: Standing Rules of the Magic Valley Gem Club

Section 2: Hereafter, future additions to our By-Laws

Section 3: A proposed amendment or standing rule (addition or change)

Article 9 Liability of Magic Valley Gem Club Inc.

Section 1: The Club makes no statements

Section 2: The safe use of tools

Section 3: Members are responsible for their decisions

**Section 4: To attend any Club Activity except a regular meeting, a one time guest must sign a
wavier of responsibility**

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Article 10: Club meeting games, raffles, drawings, auctions, and activities.

**Section 1: Revenue generating games, auctions, raffles, drawings and including Tailgate
gatherings or like activities, etc. will follow guidelines and rules to the letter and intent**

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**Article 11: PROCEDURES FOR THE SELECTION, NOMINATION, AND ELECTIONS OF THE
CLUB OFFICERS SERVING ON THE EXECUTIVE BOARD (MVGC - BOARD OF DIRECTORS).**

**Section 1: PROCEEDURES FOR THE SELECTION, NOMINATION, AND
ELECTIONS OF THE CLUB OFFICERS SERVING ON THE EXECUTIVE BOARD
(MVGC - CORPORATION BOARD OF DIRECTORS)**

Page 25 Article 3 Club Operations and Management

Section 5: Club meeting games, raffles, drawings, auctions, and similar activities.

Section 6: Raffle specialist, (Non-elected position-- thus appointed), duties are delegated

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Article 12: Privacy Notice to comply with the Personal Privacy Information Act

Page 28 Standing rules of Magic Valley Gem Club, Inc. Twin Falls, Idaho
Continued Standing Rules and regulations

Standing Rules for the Magic Valley Gem Club, Inc.
Operational details set by a (yes) 2/3 vote of attending Club membership at a regular Club meeting

Section 2: Listing of various operational details for all aspects of the Club operations.

1. All billed expenses will be paid by a Club Check or Electronic means and to the company to whom it was purchased. (Not to an individual club member if possible)
2. Any unsolicited shipments and advertisements to the Club shall be refused.
3. Library books checked out are to be returned in one month, or a fine of \$1.00 per month will be levied. The Librarian will maintain and publish a listing of available library materials while working with the Vice President whom is charged with overseeing Library operations, expenses, and insuring proper methods of tracking loans are followed.
4. Treasurer's Report shall not be printed in the Club bulletin, just stated it was done.
5. Identification badges according to the style approved by the Club are to be worn at the regular monthly meetings, Show, and public events.
The Club will assume the cost of the first pin for each member.
6. ID badges will be procured by the President or his designee.
7. No firearms are allowed on Field Trips (rock trips) or meetings.
8. No alcoholic beverages are allowed on Field Trips (rock trips) or meetings.
9. Field Marshals must attain Government or Private Permits and ensure member compliance.
10. Show respect for Government Agencies' land closures and access rules.
11. On a field trip, no sign should remain behind to tell others you have been there.
12. Respect must be shown to the owner's property and rights. If the GATE is closed, close it behind you, if open leave it open. Do not harass any animals especially livestock.
13.
Advertising allowed in the Magic Valley Gem News. (This is not a Club endorsement of the business)
14. If a speaker is obtained for a program, by the Program Chairman, a maximum of \$35.00 for expenses.

15. New members joining the Magic Valley Gem Club shall pay \$ 10.00 per member per year, plus \$2.00
16. The Sunshine person shall send Cards to any member ill or injured, the exception being if a member dies. Floral arrangements or requested in lieu of donations will be limited to \$40.00 each for funerals.

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17. The Club's name or image is not allowed to be used for private individuals or businesses. Only official Club uses are allowed such as fliers, Club advertisement's, etc.
18. The rules governing names to be placed on plaque of the Memorial case are as follows: by Club Show Advisor
19. A plaque, gift or a gift certificate shall be given the Show Chairman each year in appreciation for service to the Club.
20. Club equipment cannot be loaned or rented to members and must only be used for the Club meeting Trainings or during the Club Show.
21. Equipment purchased or donated for the Club Show will only be used during the Show and will not be loaned/rented or used by members even for Club trainings.
This will ensure units are ready for Club Show Demonstrations.

Page 29 Standing rules of Magic Valley Gem Club, Inc. Twin Falls, Idaho **Continued Standing Rules and regulations**

22. Admission to the Gem Show shall be 1.87 plus .12 State Sales Tax, total of \$ 2.00.
23. Club meeting rule changes allow for a simple vote in the following areas during meetings. The following procedure will allow for the assumption that moves and seconds will be automatic under the following conditions. Voting on personal membership once the Secretary has read the names for membership of individuals with a simple up or down vote; a second reading and vote will still be required for membership.
24. Voting to accept the minutes as printed in the Magic Valley Gem News as official record of the proceedings with the inclusion of any additions or changes.
Only a simple vote required – no motion or second required.
25. Club meetings reports from committees will be limited to 4 minutes unless otherwise arranged before the meeting starts. (A written 1/2 page handouts required of any involved activity) Date revised May 2014
26. Rules of Club meeting conduct as to membership discussion.
The Business meeting discussion times shall be limited to two minutes per member with a follow-up allowance one minute for rebuttal.
27. Providing written information about Club Activities will save time during the Business meeting as time is limited and the membership will have written information to refer to: example Trip Time, meeting place, contact phone number and other important information on a one half a written page.
28. Copies must to authorized before expenses are incurred or NO REIMBURSEMENT

29. Addendums attached are the liability release forms for activities and maps, event calendar, The American Federation of Mineralogical Societies Code of Ethics, and others.

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Addendums to the Bylaws

Magic Valley Gem Club - ACCIDENT WAIVER AND RELEASE OF LIABILITY FORM
Name of the Activity or Event: Rock Hunting Field Trip

Magic Valley Gem Club's Map and Information Release of Liability Form

Nomination form for Elective officers of the Magic Valley Gem Club, Inc.

The American Federation of Mineralogical Societies, Inc.

Magic Valley Gem Club yearly President's Calendar of events.
Used to ensure they occur on time and who is responsible