

# Bylaws of the Kansas City Science Fiction and Fantasy Society, Inc.

## Article I. Name

The name of this society shall be the Kansas City Science Fiction and Fantasy Society, Incorporated, abbreviated KaCSFFS, Inc.

## Article II. Object

Section 1. The purpose of KaCSFFS shall be to foster interest in the genre known as science fiction and fantasy in all their aspects and manifestations without attempting to restrict their definitions; to provide a forum for people interested in science fiction, fantasy, horror, anime, and any other related fields; and to encourage communication between the members of KaCSFFS, Inc. and members of such organizations.

Section 2. This object shall be attained through the following means:

- a. By holding monthly meetings of KaCSFFS, Inc. for purposes of discussion, display, and exchange of science fiction and fantasy material;
- b. By publishing a newsletter for distribution among the members and exchange with other organizations and other interested parties;
- c. By holding an annual convention, which shall be held in the Greater Kansas City area;
- d. And by any other means which seem appropriate with the object of the organization.

## Article III. Members

Section 1. Membership in KaCSFFS, Inc. is open to any member of the general public who expresses an interest in science fiction and fantasy, who is in agreement with the Object of KaCSFFS, Inc. and who fulfills the obligations of membership as stated herein.

Section 2. There shall be three classes of membership in KaCSFFS, Inc.: General Members, Life Members, and Honorary Members. The qualities of these three classes are as follows:

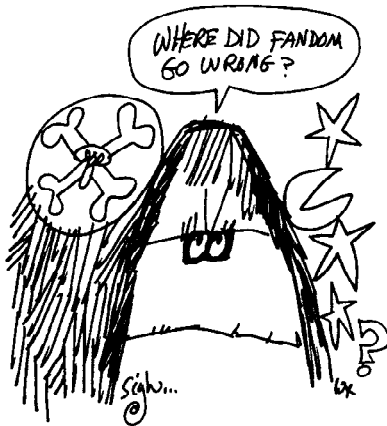
a. General Members are those persons who have met the criteria for membership as stated above in Article III, Section 1, and who have paid dues as described in Article III, Section 3. General Members of KaCSFFS, Inc. have full voting rights at any meeting which they attend, and may hold office in KaCSFFS, Inc. as provided for in these Bylaws. General Members are entitled to a copy of the newsletter and to have a voice in meetings of KaCSFFS, Inc.



b. Life Members are persons who have met the criteria for membership stated in Article III, Section 1, who have applied for Life Membership and have been approved by the Executive Board of KaCSFFS, Inc. and who have paid the Life Membership dues. Life Members are entitled to a copy of the newsletter, have full voting rights at any meeting they attend, and may hold office as described in Article IV.

c. Honorary Members are those persons who, in the judgement of KaCSFFS, Inc. have rendered valued assistance to the Society. Honorary Members shall be elected to Honorary Membership upon a two-thirds vote of a quorum of KaCSFFS, Inc. Honorary Members do not have a vote and may not hold office in KaCSFFS, Inc.

Section 3. Dues of KaCSFFS, Inc. for General Members shall be \$25 per year for the first member of a given household, and \$12 for each additional adult member, payable at the Fiscal Meeting. New Members joining during the year shall be assessed at the rate of 1/12<sup>th</sup> of the current annual dues per meeting left in the fiscal year in which they join. The Treasurer at their discretion may allow a member to pay dues on an other-than-yearly basis, except that dues may not be paid less frequently than yearly. Current non-members paying on a monthly basis will be assessed at the rate \$2.00 per meeting. Dues for Life Members are a one-time payment of ten times the current dues for General Members, payable at the time the Life Member's application is approved. Honorary Members are not required to pay dues. Any member who has not paid dues as required shall be notified by the Treasurer. If dues are not paid by the beginning of the third meeting in which the member is in arrears, they are automatically dropped from membership. Any former member of KaCSFFS, Inc. who owes dues to the Society is not eligible for membership until they have paid the dues owed for the current year.



Section 4. Any member of KaCSFFS, Inc. wishing to resign may do so by notifying the Secretary in writing, by stating their intentions at one of the monthly meetings or by publishing their intent in the newsletter of KaCSFFS, Inc.

Section 5. Membership in KaCSFFS, Inc. shall be revoked upon a two-thirds majority vote of the voting membership in writing or in person at either a regular or special meeting. In such event any remaining dues shall be refunded to the former member. Absentee voting is allowed in this case.

## Article IV. Officers

Section 1. The officers of KaCSFFS, Inc. shall be a Director, a Registered Agent, a Treasurer, an Editor, and a Secretary. These officers shall perform the duties prescribed in these bylaws and by the parliamentary authority adopted by KaCSFFS, Inc. Officers of KaCSFFS, Inc. must be General or Life Members in good standing.

Section 2. At the regular meeting held in the month of December nominations shall be open for the offices listed in Article IV, Section 1, except the office of Registered Agent. Candidates shall nominate themselves. At the Annual meeting the members attending shall elect officers by majority vote. If no candidate gets a majority of the votes, the candidate with the least number of votes is eliminated and another vote is taken. This is continued until one candidate gets a majority. Officers serve for one year or until their successors are elected, and their term of office shall begin at the close of the Annual Meeting at which they are elected. In the event that there is only one candidate for an office or no one declares themselves a candidate for a given office, then no vote need be taken for that office, and at the close of the January meeting the candidate shall be deemed to be elected by acclamation, or the incumbent officer shall continue in office.

Section 3. No member shall hold more than one office at a time. A member may hold consecutive terms in the same office.

Section 4. In event that any office becomes vacant prior to the next Annual Meeting, the Executive Board shall appoint a member to fill a vacant office until the next Annual Meeting. This member's term of office commences immediately upon appointment.

Section 5. The Registered Agent shall be appointed by the Executive Board.

Section 6. Officers of KaCSFFS, Inc. may be removed for due cause by three-fourths majority of a quorum as defined in Article V, Section 4.

Section 7. The duties of the officers of KaCSFFS, Inc. shall include the following:

a. The Director shall preside at regular and special meetings of KaCSFFS, Inc. preside at meetings of the Executive Board, appoint a representative who shall act in their stead when they are unable to be present, appoint any pro tem officers as needed for the business for KaCSFFS, Inc. and perform such other duties as may be necessary.

b. The Registered Agent shall file all necessary reports, maintain a mailing address for KaCSFFS, Inc. and perform such other duties as may be necessary.

c. The Secretary shall take minutes of the official business of the meetings of KaCSFFS, Inc. carry on the correspondence of KaCSFFS, Inc. as required, maintain records of the corporate business, certify any written ballots taken by KaCSFFS, Inc. except those affecting them personally and perform such other duties as may be necessary.



d. The Treasurer shall maintain the financial records of KaCSFFS, Inc. collect dues and notify members who are in arrears, keep the membership rolls, make a financial report at the Annual Meeting, submit a yearly financial report in writing to the Executive Board and perform such other duties as may be necessary.

e. The Editor shall solicit contributions to the newsletter by whatever means are necessary and appropriate, publish and distribute at least 10 issues of the newsletter each year, and perform such other duties as may be necessary.

## Article V. Meetings

Section 1. The regular meetings of KaCSFFS, Inc. shall be held on the third Saturday of each month unless ordered by KaCSFFS, Inc. or the Executive Board.

Section 2. The regular meeting held in the month of January shall be known as the Annual Meeting, and shall be for the purpose of electing officers and for any other business that may arise.

Section 3. Special meetings can be called by the Director or by the Executive Board and shall be called upon the written request of seven members of KaCSFFS, Inc. The purpose of the meeting shall be stated in the call. Except in case of emergency, at least three days' notice shall be given.

Section 4. At the regular meeting 25% of the voting members shall constitute a quorum. At special meetings a quorum shall consist of a majority of voting members.

Section 5. The Director or their appointed representative shall open the meetings.

Section 6. The regular meeting held during the month of June shall be known as the Fiscal Meeting and shall be for the purpose of collecting dues and for any other business that may arise.

## Article VI. The Executive Board

Section 1. The officers of the Society shall constitute the Executive Board.

Section 2. The Executive Board shall have general supervision of the affairs of KaCSFFS, Inc. between its meetings, fix the hour and place of the meetings, make recommendations to KaCSFFS, Inc., perform such other duties as are specified in the Bylaws, and perform such other duties as become necessary. The Board shall be subject to the orders of KaCSFFS, Inc. and none of its acts shall conflict with action taken by the Society.

Section 3. The Executive Board shall meet as ordered by the Director, or upon written request of three members of the Board.

Section 4. Decisions of the Executive Board shall be reached by majority vote.

#### Article VII. Committees

Section 1. A new Convention Committee shall be formed after each annual convention. The Executive Board shall appoint a Convention Chairman, who shall appoint such other persons to the Convention Committee, subject to the consent of the Executive Board, that the chair deems necessary to carry out the duty of the Convention Committee. At the Chair's discretion or upon request of the Director, the Convention Committee shall make reports on the status of the annual convention at the regular meetings.

Section 2. Such other committees, standing or special, shall be appointed by the Director as KaCSFFS, Inc. or the Executive Board shall deem necessary to carry on the goals of KaCSFFS, Inc. The Director shall be an ex officio member of all committees except any nominating committees.

Section 3. The Executive Board may dissolve any committee at its discretion.

#### Article VIII. Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall

govern KaCSFFS, Inc. in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and with any special rules of order KaCSFFS, Inc. may adopt.

#### Article IX. Amendment of the Bylaws

These Bylaws can be amended at any regular meeting of KaCSFFS, Inc. by a two-thirds majority vote of the voting members in attendance. A quorum must be present at the time of the vote to amend the Bylaws. Any amendment to the Bylaws must have been submitted in writing at the previous regular meeting.

#### Special Rule of Order:

On November 10, 1978, the Executive Board of KaCSFFS, Inc. voted to adopt a Special Rule of Order (Article VIII) to the effect that in ordinary circumstances, Robert's Rules of order would not be used to conduct the business of KaCSFFS, Inc. except in opening and closing the meetings.

(The bylaws were updated to include approved revisions on March 31, 1996, by Jill Kleinowski.)

