



# Queens County Bird Club Inc.

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## QUEENS COUNTY BIRD CLUB, INC.

### BYLAWS

#### ARTICLE 1 PURPOSE

Queens County Bird Club, Inc. (hereinafter referred to as the “Corporation”) shall be dedicated to promoting interest in, exchanging ideas about, and encouraging bird watching otherwise referred to as birding.

#### ARTICLE 2 PRINCIPAL ACTIVITIES OF THE CORPORATION

To engage in activities as may be determined by the Council in order to further the purposes of the Corporation as set forth in the Certificate of Incorporation and the Bylaws.

To encourage cooperation, free intercourse, to conduct lectures among amateurs, professionals, academics and experts promoting the study and improvement of field identification of birds.

To foster development in the community of an appreciation of the native avifauna, its requisite environmental needs and birding by taking part and sponsoring activities having that end in view.

To publish a newsletter (“News and Notes”) for the benefit of the members and other similar clubs.

To raise funds for the promulgation of these purposes in a lawful manner.

#### ARTICLE 3 GENERAL ORGANIZATION AND MEMBERSHIP

The Corporation shall be active primarily in Queens County.

The Corporation shall consist of members wishing to further the aims of the Corporation. Members are accepted upon payment of annual dues. Members remain in good standing by paying the annual dues.

Annual dues are payable on January 1 of each year.

Members shall be reminded to pay the annual dues in the December, January and February issues of “News & Notes”. If payment has not been rendered by March 1, membership will be terminated and the

name will be dropped from the membership rolls.

For new members remitting between January 1 and June 30, or between November 1 and December 31, full annual dues are required for membership. From July 1 to October 31, only 50% of the annual dues need be submitted. Applicants in November and December will receive full credit for membership in the succeeding year.

Only members in good standing shall be permitted to vote, hold office and to serve on the Council.

#### ARTICLE 4 OFFICERS

The Corporation's officers shall consist of a President, Vice-President, Secretary and Treasurer.

A meeting shall be held annually for the election of officers and for general purposes in June. Newly elected officers assume their duties at the start of the next meeting.

The President shall preside at meetings of the Corporation and of the Council and shall appoint committees as needed.

The Vice-President shall perform the duties of the President in the absence of the latter.

The Vice-President shall be responsible for arrangements associated with the monthly meetings and for obtaining suitable speakers.

The Secretary shall take and preserve the correct minutes of the proceedings of the Corporation and of the Council; shall cause notices of meetings to be published in News & Notes in a timely manner; shall have charge of its archives; and shall inform officers of all matters requiring their attention.

The Treasurer shall collect all moneys due and shall be the custodian of the Corporation's funds, shall pay bills against the Corporation for authorized expenses; and shall keep a correct account of all receipts and expenditures. The Treasurer shall make recommendations to the Council for the amount of annual dues necessary for the operation of the Corporation. The Corporation's fiscal year is from January 1 to December 31. All past and known expenditure claims shall be submitted to the Treasurer no later than January 15. The Treasurer shall present a Treasurer's Report dealing with the prior fiscal year at the regular meeting in June and present the budget for the new fiscal year.

The Nominating procedure for officers will consist of individuals nominated by the current officers and council members, as well as volunteers solicited from the membership. A slate of prospective officers, if available, shall be published in News & Notes one month before the June meeting. Further nominations may be made from the floor at the annual meeting. Each officer shall be elected by a majority vote of the members present at the annual meeting.

Any office becoming vacant during the year shall be filled by appointment of the Council.

#### ARTICLE 5 COUNCIL

An Executive Committee shall consist of all officers, plus three (3) prior Presidents who are in good standing and are willing and able to serve. The editor shall be a non-voting member of the Executive Committee. The Executive Committee will be referred to as the Council.

The President shall chair the Council.

Bylaws may be amended by a vote of the majority of the Council. If the change is approved, this fact will be published in the next "News & Notes". Thirty days subsequent to publication and at the next scheduled regular meeting the matter will be brought before the membership where it will be presented for ratification.

The Council shall be responsible for setting the policies of the Corporation. By direct action or by delegation of responsibility, the Council shall select the field activities of the Corporation, determine the amount of annual dues and the maximum amounts to be paid for guest speakers, select the publication policy and editor, and appoint members to its body. The Council shall consider suggestions for action by the members and report its actions to the members at regular meetings.

The Council shall meet to discuss field trip scheduling, officer nominations or appointments, new and old corporation business and to form committees. The meetings shall take place as necessary.

## ARTICLE 6 PUBLICATION

The Corporation's publication shall be called "News & Notes" and will be distributed monthly to all members in good standing, except for the months of July and August. When authorized by the Council, two issues may be combined. The editor shall be responsible for the preparation of the publication.

The publication shall consist largely of the literary contributions of the membership. It shall include current field notes, a list of current officers, a statement of current dues and information pertaining to upcoming field trips. Materials for publication are due on the first of the month of publication.

The Council and the editor shall coordinate the reproduction of the necessary copies via email or paper, the purchase of postage, and mailing.

## ARTICLE 7 GENERAL MEETINGS

Regular meetings of the Corporation shall be held on the third Wednesday of each month except in July and August, or whenever a conflict occurs with holidays or field activities.

The meetings shall begin at 8:00 p.m.

The order of proceedings at the regular meeting of the Corporation shall be as follows:

1. Reading of the minutes of the previous meeting by the Secretary
2. Highlighting of upcoming events and trips
3. Old business
4. New business
5. Field notes
6. Presentation of the evening's program