

**Juneau World Affairs Council
By-laws
Adopted March 7, 1995**

**Article I
Membership**

Rights of membership include:

- a. Special admissions rates as authorized by the board of directors;
- b. Special notices of events sponsored by the council;
- c. Preferred or advance seating for events of limited admission, as authorized by the board of directors;
- d. The right to participate in the election of directors at the annual meeting;
- e. Such other special privileges as the board of directors shall designate from time to time to the membership.

**Article II
Dues**

Section 1. STRUCTURE: Dues are established as follows:

Benefactor/Corporate Donor	\$400.00
Lifetime Membership	250.00
Patron	150.00
Contributing Member	75.00
Family	40.00
Single	25.00
Student	15.00

For purposes of this by-law, two people and their minor children may be counted as a family membership.

Section 2. PAYMENT:

Dues shall be payable annually by the calendar year. If a person has paid dues for the preceding year, the membership will carry forward automatically for sixty days into the new year.

**Article III
Meetings**

Section 1. ANNUAL MEMBERSHIP MEETING:

The secretary shall mail a notice of the annual meeting to all members and may take such other methods of notice as seem appropriate. For election purposes, an announcement of the annual meeting of the membership shall be made at least thirty (30) days preceding the annual meeting of the council.

Section 2. BOARD MEETINGS:

Board meetings shall be held monthly at a time and place agreed to by the board of directors. Special board meetings may be noticed by telephone at least twenty-four hours in advance of the meeting, so long as actual notice is given to at least three-quarters of the directors. Minutes of all directors meetings shall be mailed to the directors in a timely

manner. A majority of authorized board seats at a noticed meeting of the board of directors shall be sufficient to transact business. Action shall be by majority vote of those present.

Article IV Annual Budget and the Authorization of Expenses

Section 1. BUDGET:

The fiscal affairs of the council shall be managed on a fiscal year starting January 1 and ending December 31. The board shall annually adopt a budget based upon a proposed budget presented to the board by the treasurer no later than the board's January meeting.

Section 2. EXPENDITURES:

The adoption of the annual budget shall constitute sufficient authorization for the expenditure of funds for the following items without further authorization from the board, upon the endorsement of a co-signed check requested by the president:

1. expenditures for consumable supplies.
2. notices or regular advertisements for meetings or similar regular activities as the board may prescribe at the time of the adoption of the budget.
3. mailing expenses.
4. meal and lodging costs for an invited speaker at any occasion officially sponsored.

Extraordinary expenses associated with the advertising of special programs, the renting of halls, the payment of expenses of travel for any officers or members of the board or of visiting lecturers, the printing of brochures, the purchases of books or non-consumable supplies, the payment of rent and similar matters shall be specifically authorized and voted by the board at the time such special expenses are to be undertaken. For such purposes, the budget is an authorization for expenditures but not an appropriation.

Article V Elections

Section 1. DIRECTORS:

Elections of directors shall be by secret ballot unless there is unanimous consent to proceed by voice vote at the Annual Membership Meeting.

Section 2. NOMINATIONS COMMITTEE:

The board will designate a nominations committee to nominate people to serve as directors. The nominations committee may nominate more than one person for each board vacancy. The committee's nominations may be pre-printed on the ballot.

Section 3. VOTING:

Each member may cast one vote for each vacancy. The person with the highest voting tally shall be elected to that seat. In the event of a tie, a runoff election shall be held for that seat.

Article VI Officers and Directors

Section 1. TERMS:

Officers shall serve from December 1 to November 30.

Section 2. REMOVAL FOR CAUSE:

In addition to the ordinary definitions of “cause”, a director may be removed from office by two-thirds vote of the directors for unexcused absences from three consecutive meetings. The secretary shall give notice to any director who has missed two consecutive meetings.

**Article VII
Committees**

There shall be a standing Program Committee. The members of the program committee may be appointed for any period of time less than one year. The responsibilities of the program committee shall be to develop program themes and conduct all that is necessary to put the program into action.

**Article VIII
Amendments to By-laws**

These by-laws may be amended at any meeting of the board of directors provided that a notice of intent to amend the by-laws has been given to the board with the notice of the meeting.