

# BOSTON AREA CHAPTER - AMICA

## BY-LAWS

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### ARTICLE I - NAME

The name of this organization shall be the Boston Area Chapter - AMICA, hereinafter referred to as "Chapter".

### ARTICLE II - ESTABLISHMENT

Section 1. The Chapter exists by reason of a charter granted it by the Automatic Musical Instrument Collectors' Association, International, Inc., hereinafter referred to as AMICA, and is a division thereof.

Section 2. The Chapter shall have no policies, rules, or activities which are in conflict with those of AMICA.

### ARTICLE III - PURPOSE

The purposes of the Chapter are identical to the objectives of AMICA, as stated in the AMICA Bylaws. These in general are: to encourage the education, preservation, collection, and enjoyment of automatic musical instruments, and to furnish a medium for the Chapter members of AMICA to meet together and further these purposes.

### ARTICLE IV - FISCAL YEAR

The fiscal year for Chapter business purposes shall be from January 1 through December 31.

### ARTICLE V - MEMBERSHIP

Section 1. The membership of the Chapter shall consist of dues paying members. Chapter membership unpaid on March 1 will be considered lapsed and will be automatically terminated. Membership may be reinstated by the payment of annual dues. Chapter membership is contingent upon membership in AMICA. If AMICA membership status is terminated for any reason, Chapter membership is automatically terminated.

Section 2. A member of AMICA may become a member of the Chapter by submitting a written application to a Chapter officer accompanied by current Chapter membership dues. A membership may be registered in the name of a family, with just one adult entitled to one vote. Dues paid by anyone joining the Chapter on or after October 1 will be applied toward the dues for the following fiscal year.

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Section 3. Resignation- Members may resign from the Chapter by submitting their resignation in writing to the Secretary.

### **ARTICLE VI - ANNUAL DUES**

Annual dues may be established at any time, to take effect January 1 of the ensuing fiscal year.

### **ARTICLE VII - OFFICERS AND EXECUTIVE BOARD**

Section 1. The officers of the Chapter shall be: President, Vice-President, Secretary, Treasurer, Board Representative, and Reporter. Board Representative and Reporter shall be appointed by the Executive Board.

Section 2. The officers of the Chapter shall constitute an Executive Board. Actions taken by the Executive Board shall be reported to the membership at the next regular meeting and submitted for ratification. The immediate Past President of the Chapter shall serve as a member of the Executive Board for the term of one year after leaving office.

Section 3. The officers shall be elected to serve for one year, and their term of office shall coincide with the ensuing fiscal year. The office of President and Vice President only are limited to being held by the same elected persons for three consecutive years.

Section 4. Executive Board shall have general supervision of the affairs of the Chapter; make recommendations to the Chapter, arrange the time and place of meetings, and shall perform such duties as are delegated to the Board by the members and provided for in these Bylaws.

Section 5. No officer of the Chapter nor any members of a committee shall receive any compensation for their services.

Section 6. Expenditures: Expenses advanced by officers and committee chairmen on behalf of the Chapter shall be itemized in writing and submitted to the Treasurer for reimbursement. The Treasurer shall list these expenditures in his annual report.

Section 7. Quorum: The presence of at least 20% of the membership in good standing shall constitute a quorum at Chapter meetings

### **ARTICLE VIII - DUTIES OF OFFICERS**

President shall preside at meetings and appoint committees, as required to meet the objectives and purposes of the Chapter.

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Vice-President shall preside at meetings in the absence of the President.

Secretary shall keep an accurate record of all meetings of the Chapter in the form of official minutes and maintain the minutes and other records in permanent form.

Treasurer shall be custodian of the funds owned by the Chapter and receive and disburse chapter funds; shall keep a record of all financial transactions; submit a report to the members at every meeting; prepare a financial statement at the end of the fiscal year to be presented to the membership at the first meeting of the following year. The annual financial statement shall be submitted to the Treasurer of AMICA for purposes of tax reporting.

Board Representative shall attend annual conventions of AMICA and represent the Chapter at AMICA Board Meetings.

Reporter shall prepare reports of Chapter activities and submit these reports for publication in the *AMICA Bulletin*.

### ARTICLE IX - ELECTIONS

Section 1. Elections for officers of the Chapter will be held at the Annual Meeting of the Chapter.

Section 2. Any member in good standing shall be eligible to hold office in the Chapter.

Section 3. Nominations for offices shall be submitted to the Executive Board at least 30 days prior to the Annual Meeting. The consent of the nominees must be obtained before they are presented to the membership.

Section 4. The names of all nominees for office shall be presented in the form of a ballot included with the notice prior to the Annual Meeting.

Section 5. The officers shall be elected by a simple majority of the members present and voting.

Section 6. Vacancies of office occurring during the fiscal year will be filled by appointment of the Executive Board for the unexpired term.

### ARTICLE X - MEETINGS

Section 1. Regular Chapter meetings may be scheduled at any time, and no less than four meetings will be held each year.

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Section 2. The Annual Meeting shall be held for the purpose of electing officers and any other business. It shall be not earlier than September 1 nor later than December 31.

Section 3. Guests of attending members may be present at any meeting of the Chapter. but shall have no voting privileges. A person may attend no more than two meetings as a guest. Payment of dues to become a member is a requirement following the two meetings, which may or may not be consecutive.

### **ARTICLE XI - COMMITTEES**

Committees necessary for the conduct of Chapter activities will be established by the Executive Board, which shall specify the charge to the committee. A chairman shall be appointed by the Executive Board or selected by the committee members and shall be responsible for reporting to the membership relative to the charge.

### **ARTICLE XII - AMENDMENT OF BYLAWS**

Amendments to these Bylaws may be initiated by recommendation of the Executive Board or by petition of three or more Chapter members. These Bylaws may be amended at any regular Chapter meeting by a two-thirds majority of votes cast, provided that the amendment has been submitted in writing to the membership at the previous regular meeting and included in the notice of the meeting.

### **ARTICLE XIII - DISSOLUTION**

The property of the Chapter is irrevocably dedicated to charitable and educational purposes, and no part of the net income or assets of this organization shall ever inure to the benefit of any officer or member of the Chapter or to any private individual.

Upon dissolution of the Chapter, and after paying or adequately providing for the debts and obligations of the Chapter, the remaining monetary assets shall be transferred to AMICA International. Non-monetary assets shall be distributed to a non-profit fund, foundation, or corporation which is organized and operated exclusively for charitable and educational purposes and which has established its tax exempt status under Section 501 (c) of the Internal Revenue Code.

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