

CONSTITUTION of the *Webster Groves Stamp Club*
of St. Louis, Missouri
As adopted **on January 6, 2012**

ARTICLE 1 – Name and Purpose

This Club shall be known as the Webster Groves Stamp Club, hereafter referred to as the Club.

- A. The location and principle offices of the Club shall be located in the greater Saint Louis area in the State of Missouri.
- B. The Club's purposes and objects shall be to:
 - 1. Encourage and promote the study and collecting of anything pertaining to philately.
 - 2. Aid in obtaining and disseminating information on the history, designing, printing, distribution and use of philatelic items.
 - 3. Aid in the detection and prevention of forgeries and fraud in connection with philately.
 - 4. Foster friendship and fraternity among philatelists.

ARTICLE 2 – Membership

- A. Membership shall be unlimited as to number and may consist of Regular Members, hereafter referred to as Members, and Honorary Members.
 - 1. Regular Members shall be those complying with this constitution governing regular membership.
 - 2. Honorary Members shall be those considered and approved by the officers and the Regular Members as deserving such special designation. Honorary Members:
 - a. Shall not be required to pay dues.
 - b. Shall not have voting privileges.
- B. All persons of good character and otherwise qualified under this constitution of the Club shall be eligible for membership in the Club.
 - 1. No person (other than Honorary Members) shall become a member unless he/she has submitted his/her written application for membership, signed by the applicant, specifying residence, occupation and such other facts as may from time to time be called for by the officers of the Club.
 - 2. The application shall be made to one of the officers of the Club together with dues at the current rate. If payment is made after March 1st of that year, then dues on the following July 1st may be waived.
 - 3. After receipt of the application and paid dues, as part of the application process, the officers shall discuss whether they suspect that the applicant is not of good character. If by a majority of their votes they conclude he/she is not of good character, the applicant shall be so notified and invited to convince them otherwise. If he/she is not successful, he/she may request to present his/her case for a vote by the members present at a subsequent regular Club meeting, at which time, the majority of the members present will decide to admit him/her as a Regular Member.
 - 4. If the officers have not objected to the applicant's admission as a member, he/she shall be presented at a regular meeting of the Club. If none of the members present

- object, the applicant shall become a Regular Member. If there is an objection, then he/she may request to present his/her case for a vote by the members present at that meeting or a subsequent regular Club meeting, at which time the majority of the members present will decide to admit him/her as a Regular Member.
5. If an applicant is refused membership, all the dues he/she paid shall be refunded to him/her.
- C. Good Standing. A member in good standing is one who is not in default in the payment of dues or other indebtedness to the Club and whose membership is not suspended.
- D. Suspension and Expulsion. If any Member violates any of the Club's constitutional rules, the American Philatelic Society's Code of Ethics (which the Club uses as its standard of conduct), or if any Member's conduct or action becomes detrimental to the welfare and interests of the Club or its members, such Member may be temporarily deprived of the privileges and rights in the Club or property thereof, or he/she may be permanently expelled for cause and excluded there from with forfeiture of all his/her rights in the Club, provided that the following procedures are met.
1. If any Member is aware of such violation or conduct, he/she may report this to one of the Club's officers who shall, together with the other officers, make an investigation of the facts involved.
 2. If the officers agree with the charge by a two-thirds vote, the accused Member will be asked to resign with forfeiture of all his/her rights and the dues he/she has paid to the Club.
 3. If he/she refuses to resign, the officers shall suspend the offending Member until the business meeting of the next scheduled meeting of the Club, at which time the officers shall present the case to the membership.
 4. The Member is allowed to present a defense of his/her case to the Club before any vote by the Club is taken.
 5. If a two-thirds majority of the voting Members attending that meeting of the Club agree with the charge, the accused Member shall be expelled with forfeiture of all his/her rights and the dues he/she has paid to the Club.
- E. It shall be the duty of all members to keep on file with the Secretary an address and/or e-mail address to which any and all notices required by the constitution of the Club may be sent. If such address is not on file, the mailing of any said notice to the last known street address shall be sufficient and conclusive upon such Member.

ARTICLE 3 – Control of Assets

- A. Officers will control the routine affairs of the Club; otherwise, the property, funds and affairs of the Club may be managed and controlled at the business meeting, which is held at all of the Club's regular meetings. A quorum is required to pass any motion. The majority of these voting Members shall make decisions or delegate the decision making on specific business to one or more of the club's officers or other designated member(s).
- B. The business issues may also be managed and controlled at a special meeting as defined in Article 6, Section E.
- C. A quorum shall be defined as in Article 6, Section F.

ARTICLE 4 – Club Officers

- A. The board of officers of the Club shall be a President, Vice President, Secretary and Treasurer, who shall be elected by the Club from among its Regular Members. Such officers shall hold office for a period of one year and/or until their successors are qualified and elected.
1. The PRESIDENT shall be the chief executive officer of the Club. He/she shall preside at all meetings of the Club. The President shall see that the constitution of the Club is enforced and shall perform all other duties that he/she may be assigned at the business meeting of the Club's regular or special meetings. He/she shall with the Secretary sign all written contracts and obligations of the Club which have been approved at any business meeting. He/she may appoint all standing and special committees, appointive officers, and such committees as the voting Members at any business meeting may authorize, and may be ex-officio member of all committees. Committee members shall be approved by the officers.
 2. The VICE PRESIDENT in the absence of the President shall have the powers and shall perform the duties of the President. He/she shall strive to increase and maintain the membership of the Club.
 3. The SECRETARY shall keep a record of all major proceedings of the Club, which shall be at all reasonable times open to inspection by the voting Members of the Club. He/she shall issue and mail all notices required to be given by or on behalf of the Club, conduct the correspondence and perform such duties as voted upon at any business meeting. The Secretary will be responsible for the following:
 - a. Maintain the current membership list.
 - b. Notify each Member of the Club, at the end of each fiscal year, the amount of indebtedness the Club Member owes, including all items then payable for the current year.
 - c. Send final notice in September of every year to all Members who have not paid in full all items due.
 - d. Give a list to the officers of the Members so notified.
 - e. Notify all members of any change in the meeting time or place of any regular meeting(s).
 - f. Make any other reports of his office as required at any business meeting.
 4. The TREASURER shall receive and disburse the money of the Club and shall:
 - a. Deposit all money in the name of the Club in such banks and/or in such manner as voted upon by the majority of the officers.
 - b. Pay out money as per routine protocol or as voted upon by the majority of the officers and/or members during the business portion of any meeting.
 - c. Place all his/her records and accounts at the disposal of anyone authorized by the majority of the officers to examine them.
 - d. Make any other reports of his office as required by the majority of the officers.
- B. The Treasurer and all other officers, employees or Members of the Club who may handle the funds of the Club may each be given a SECURITY BOND to be furnished at the

expense of the Club for the faithful discharge of his/her duties, if so voted upon at any business meeting. This bond shall be in such amount and with such sureties as voted upon at any business meeting.

- C. Any officer may be removed for cause by a two-thirds vote of a quorum of the Regular Members in person or by proxy at any business meeting, after the officer has been given the right of presenting a defense, provided that the agenda of such meeting has been mailed, postage prepaid, or e-mailed, to all members in good standing at least fifteen (15) days in advance.

ARTICLE 5 – Appointed Committees

- A. The Club may have appointive committee heads with duties such as the following:
 - 1. HISTORIAN who shall inscribe in a suitable way a complete chronological record of the more important events of the life of the Club.
 - 2. EDITOR who shall be responsible for the publication and distribution of the Club's Bulletin.
 - 3. PROGRAM CHAIR who shall be in charge of arranging all regular meeting programs and speakers.
 - 4. WEB EDITOR who shall be responsible to maintain a Webster Groves Stamp Club website.
 - 5. AUCTIONEER who shall be responsible to conduct the auction at the club meeting.
- B. The Club shall have a temporary Nominating Committee consisting of and led by the vice-president and two members selected by him/her who shall act as provided under Article 7, Section A of the constitution of the Club.
- C. The Club may have a temporary Treasurer's Auditing Committee appointed by the president which shall consist of three Regular Members, to be appointed at the end of the fiscal year or at any other time as deemed necessary to audit and examine all accounts and books of the Treasurer and to write a report to be completed within two months. This report will then be presented to the Club at the next regular meeting.
- D. For any appointed committee under Article 5, Section A, the number of members can be changed, or any member can be dismissed or replaced by the president.
- E. Any committee head, committee member or appointed officer shall report at any business meeting when the Club's voting Members request so by a majority of votes.

ARTICLE 6 – Meetings

- A. Regular meetings shall be held on the first and third Friday of each the month.
- B. All regular meetings of Members shall be held at a time and place previously selected. All Members shall be notified of the time and place.
- C. The order of business at all regular meetings of Members of the Club shall be as follows, unless changed by a vote at the meeting:
 - 1. Call to order

2. Introduction of visitors
3. Financial report presented quarterly by the treasurer showing the Club's intake and disbursement and the balance of funds still available
4. Committee reports (if needed)
5. Unfinished business
6. New business
7. Announcements for the good of philately
8. Adjournment of the business meeting
9. Open exchange and/or auction
10. Entertainment and/or program

- D. At any regular meeting, each Regular Member in good standing shall be entitled to vote in person or by proxy. Proxy votes will be accepted by signed mail or e-mail sent to the Secretary or other designated officer.
- E. The business issues may also be managed and controlled at a special meeting which may be called by the officers of the Club by mailing or e-mailing notices to every Member of the Club, specifying the agenda, place, date and time of such meeting at least fifteen (15) days in advance. The majority of the votes of the voting Members present, in person or by proxy, shall make decisions or delegate the decision making on specific business to one or more of the Club's officers or designated member(s), provided that a quorum is present to vote.
- F. A quorum shall consist of 25% of the Regular Members in good standing.
- G. Any action of any officer or committee may be repealed by the two-thirds vote of a quorum of Regular Members, present or by proxy, at any regular meeting.
- H. The fiscal year of the club begins July 1st of each year.

ARTICLE 7 – Election of Officers

- A. At the first regular meeting in May, there shall be a nominating committee appointed as provided in Article 5, Section B. Its duty shall be to select the available candidates to fill all the offices for the coming year and to report their suggestions to the membership at the second meeting in May, at which meeting other nominations may be made from the floor. All candidates must be Regular Members in good standing and no Member may run for more than one elective office. The slate of candidates and the ballot shall be mailed or e-mailed to all Regular Members within one week after the last meeting in May.
- B. The annual election of officers shall be held at the first regular meeting in June. All votes for officers shall be submitted by written ballot and/or by show of hands of Regular Members present under the direction of the President or acting president. A majority of votes shall elect, and the President shall declare the results of the election. In case of a tie between two or more candidates, the successful candidate shall be determined by a separate vote between the tying candidates only. All elections shall be held under such rules and regulations not in conflict with the constitution of the Club. The officers by a

two-third majority of their votes shall resolve all questions and conflicts in regard to the conduct of elections and/or results.

- C. The officers will be formally announced by the second June meeting and will assume their new duties at the first meeting in July.

ARTICLE 8 – Dues

- A. Yearly dues shall be charged against and payable by all Regular Members of the Club, and shall be due and payable in July of each year.
- B. Dues may be adjusted at any regular meeting by simple majority vote of Members present after a thorough treasurer's report, providing a quorum exists.
- C. The failure of any member to pay dues by the last day of October shall cause the suspension of such member and his or her name to be dropped from the rolls of the Club. Such suspension shall continue until the delinquency is satisfied. So long as such suspension shall continue, the member shall have no rights or privileges in the Club, its property or activities.

ARTICLE 9 – Amendment Procedure

- A. Any portion of this constitution may be amended at any regular or special meeting of the Club, by a two-thirds majority of the voting Members either present or voting by proxy, but only after at least thirty days notice has been sent out by United States mail to all Regular Members that such a change is to be attempted at a particular meeting.
- B. This constitution and any subsequent amendments shall be in full force and effective immediately upon adoption by the voting Members of the Webster Groves Stamp Club, as described in Article 9, Section A.

ARTICLE 10 – Dissolution Procedure

- A. The Club shall be dissolved when the number of Regular Members drops below four or when three-fourths of the full membership request to do so by mailing or e-mailing this request to the President or Acting President of the Club.
- B. In the case of dissolution of the club, all money and property of the club shall be donated to another local stamp club with at least five regular members or donated to the American Philatelic Society or its successor non-profit organization.

American Philatelic Society Code of Ethics

Membership in the American Philatelic Society is a privilege extended to those persons and organizations deemed worthy thereof and is not a matter of right. Membership may be maintained unless the Board of Directors determines that the conduct of a member has been such that, in the best interest of the Society, membership should be suspended or terminated.

For guidance of its members, this Code of Ethics has been duly adopted by the Board of Directors and by the authority vested in it by the Constitution and Bylaws of the Society. A breach of ethics by any member reflects, directly or indirectly, upon all other members. Such a breach shall be considered conduct prejudicial to the welfare of the Society and cause for disciplinary action by the Board of Directors.

As a member of the American Philatelic Society:

1. I agree to support and be governed by the Constitution and Bylaws of the APS and such amendments, resolutions, and policies as may be established.
2. I agree to abide by all federal, state, and local laws relating to philatelic matters.
3. I agree to conduct myself so as to bring no reproach or discredit to the APS, or to impair the prestige of membership therein, or to philately.
4. I agree neither to buy nor sell philatelic items of which the ownership is questionable, and to report promptly to the proper law enforcement agencies information on suspected stolen material.
5. I agree to correct promptly any error I may make in any transaction.
6. I agree to assist in the prosecution of violations, of which I have knowledge, of laws pertaining to philatelic matters, and to report promptly to the proper law enforcement agencies any such violations.
7. I agree not knowingly to sell, trade, produce, or advertise repaired, altered, or otherwise modified philatelic items unless that condition is clearly stated. I further agree not to sell, produce, or advertise counterfeit material in any form, in violation of any law.
8. I agree to fulfill all contracts made by me, either orally or written, to make prompt payments upon delivery, and to return promptly any item that is not satisfactory.
9. When exhibiting, I agree to display only material from my own collection or else to state clearly the contrary intent.

10. I agree that substitution of stamps or covers, in circuits, approval selections, auction lots, etc. is dishonest and is cause for expulsion.
11. I agree to bring known examples of irresponsible or unethical tactics to the attention of the societies in which I hold membership and which embrace this code.
12. I agree to conduct myself in accordance with accepted standards of morality and courtesy in philatelic activities not specifically cited in the code.
13. Requests for extension of time to return purchased material while awaiting expert opinion is not an acceptable reason to hold up payment for same. Prompt refund shall be from the seller should the material submitted for opinion be deemed other than as offered or described by the seller. Unless otherwise previously agreed, the seller shall also bear reasonable costs for obtaining the opinion if material is other than as offered or described. The buyer shall inform the seller immediately after receipt of any expert opinion. Requests for extension of time must be in writing.
14. I agree to read, understand, and be bound by the "terms of sale" conditions before submitting an auction bid or placing a philatelic order.
15. If I should be found guilty of unethical or unlawful conduct, the record thereof may be disclosed to other philatelic societies of which I am a member.
16. I agree that any dispute concerning philatelic transactions in which I am involved may be settled by arbitration mutually agreed upon by the parties involved.
17. I agree not to knowingly participate in any way in the advertisement, sale or trade of any philatelic material using any deceptive practices including, but not limited to, false or misleading claims of sales scarcity, value, condition or investment potential.
18. I agree that no dealer or auctioneer knowingly shall represent in any way, including, but not limited to, a prices realized report that a bona fide sale of a philatelic item at a given price has occurred when, in fact, no change of ownership did occur.

Every member is bound to adhere to the Code of Ethics. The Code is recognized and highly respected in the organized philatelic community.

The three-member Board of Vice Presidents, which serves as the judicial body of the Society, investigates alleged breaches of the Code of Ethics. The Board assures a fair hearing is accorded to the parties involved and its rulings are binding upon members.

Should you become involved in a philatelic dispute against another APS member, the Board of Vice Presidents and the Code of Ethics are your assurance of a fair, due process investigation. While this is one member benefit we hope you'll never have to use, we're proud to provide this beneficial service to organized philately.

Webster Groves Stamp Club Membership Application, Webster Groves, Missouri

Name		Main Phone	
		Cell Phone	
		Date of Birth	
Street		Zip	
City / State		Email	
Spouse Name			
Collecting Interests			
Membership in other local Philatelic Groups	ATA Webster Groves Monsanto Other	GPS St. Louis Bears	SIP Chapter 4 Mo. Postal History Soc
	List:		
National & International Societies	APS #		
Programs I could present		If the newsletter was published electronically, I would be interested in receiving	
Dues:	\$15.00 per year (single)		

Return to:

Alan Barasch, Secretary
P O Box 411571
Saint Louis, MO 63141-3571

Secretary@WebsterGrovesStampClub.org

For Club Use Only:

Proposed By:	
Member #	
Date of Acceptance	