

**By – Laws
of
The Icelandic Club of Greater Seattle**

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By – Laws of The Icelandic Club of Greater Seattle

ARTICLE I. NAME

The name of this club shall be “The Icelandic Club of Greater Seattle”, and hereinafter referred to as the “Club”.

ARTICLE II. PURPOSES

The Icelandic Club of Greater Seattle is a non-profit organization with the following purpose:

1. To promote Icelandic culture, language and heritage.
2. To strengthen the relationship within the Icelandic community.
3. To strengthen relations with Iceland.
4. To interact with other Icelandic Clubs in the USA and Canada.
5. To interact with other local cultural clubs.
6. To award scholarships to deserving high school graduate students.
7. To support the Nordic Heritage Museum.

ARTICLE III. MEMBERSHIP

SECTION 1 – APPLICATION FOR MEMBERSHIP

Individual of Icelandic birth or descent, former citizens of Iceland, spouses of members and their immediate family may apply for membership in The Icelandic Club of Greater Seattle. Individuals with a special interest in Iceland may be members of the club and may be elected to the board but not to the presidency.

SECTION 2 – NEW MEMBERS

When a new member has paid the dues, the member shall receive the following; the clubs By Laws, Membership card, the latest Newsletter, Membership Directory and discounts to all paid club events.

SECTION 3 – RENEWING MEMBERSHIP

When a member has paid the annual dues, the member shall be issued the year’s membership card.

SECTION 4 – DISCONTINUANCE OF MEMBERSHIP

Members who have not paid their annual dues by the end of March each year shall be considered delinquent, and may neither vote nor participate in the business affairs of the club until the current year’s dues are paid. Any former member shall be reinstated to full membership immediately upon receipt of the current year’s dues.

ARTICLE IV. DUES

SECTION 1 – ESTABLISHMENT

The annual dues of the Club shall be established by the Board of Trustees and shall be voted on by the board members.

SECTION 2 – PAYMENT

The Membership Secretary shall mail dues notices in January, for the current year, to all members at their mailing address. A member in good standing is one who has paid the annual dues by March 31 of each year. Reminder notice will be sent in April to those in arrear of payment.

ARTICLE V. MEMBERSHIP MEETINGS

SECTION 1 – ANNUAL MEETING

The Annual Meeting of members will take place in January each year. This meeting, along with proposed changes to the Club's By-Laws and a program of the general interest, shall be announced to all members no later than two weeks prior to the meeting. At this time the outgoing president will introduce the new Officers and Board members. Upon the completion of the introduction, the new President will conduct the meeting.

SECTION 2 – SPECIAL MEETINGS

A special meeting of members may be called by the President, or upon written request by seven Club members in good standing. The purpose of the meeting shall be stated in the call. Except in an emergency, no less than five-day notice shall be given to the membership.

SECTION 3 – PARLIAMENTARY AUTHORITY

Roberts Rules of Order, Revised, shall be the parliamentary authority for conducting business.

SECTION 4 – ORDER OF BUSINESS FOR BOARD MEETINGS

The order of business for Board meetings of the Club shall be: (1) Call to Order, (2) Reading of minutes, (3) Reports of officers and committee chairmen, (4) Unfinished business, (5) New business, (6) Adjournment.

SECTION 5 – ORDER OF BUSINESS FOR ANNUAL MEETINGS

The order of business for the Annual meetings of the Club shall be: (1) Call to Order, (2) Reading of minutes from the last annual meeting, (3) Introduction of new Club officers, (4) Handing the meeting over to the President for the next term, (5) Reports of officers and committee chairmen, (6) Revision of By-Laws, (7) Unfinished business, (8) New business, (9) Adjournment.

ARTICLE VI. AFFILIATIONS

The Icelandic Club of Greater Seattle shall have no affiliation with any religious or political organizations.

ARTICLE VII. OFFICERS

SECTION 1 – NUMBER

The officers of the Club shall consist of the following: President; Vice President; Recording Secretary; Membership Secretary; and Treasurer.

SECTION 2 – QUORUMS

A quorum of the membership consisting of a least 20 members, or 15% of the total membership in good standing, whichever is greater, shall be required to conduct an annual meeting. A simple majority is required to pass any motion, with the exception of motions to amend the By-Laws, which require a 2/3 vote. A quorum of the Board shall consist of at least three Board members.

SECTION 3 – ELECTION OF OFFICERS

All candidates for office shall be elected by mail ballot or at the Annual meeting. Mail ballots will go out by October 1st and those postmarked no later than October 20th will be counted by the nominating committee. The nominating committee shall consist of 3 people appointed by the board and shall not be members of the current board. The proposed slate of officers is presented to the Board for approval. If a ballot is sent out, it will have a list of candidates and a space for write-in candidate for each office. Accompanying the ballot may be the candidate's biography and statement of purpose. The President shall be elected to no more than three consecutive one-year terms.

SECTION 4 – RESTRICTIONS

Membership in the Club for at least one year is a pre-requisite for election to any Board position. The Board may waive this requirement if, in the opinion of the Board, there is no qualified candidate for the position who has been a Club member for more than a year, and there is a candidate who is fully qualified for the position in all other respects, but who has been a Club member for less than a year.

SECTION 5 – DUTIES OF OFFICERS

A. It shall be the duty of the President to preside at all membership meetings, board meetings and club events.

B. In the absence of the President, the Vice President shall perform all the duties of the President.

C. The recording secretary shall keep records of all membership and board meetings. The minutes shall be an accurate and official record of all business transacted. The recording secretary shall also be the custodian of all Club records. Duplicate copies of all official Club records shall be sent to the Iceland Room Archives at the Nordic Heritage Museum.

D. The Membership Secretary shall maintain an up-to-date record of names and addresses of club members; shall receive and transmit to the Club Treasurer all membership dues; and contact the membership each year for membership renewals.

E. The Treasurer shall receive and deposit all funds of the Club in a bank approved by the board of Trustees, and shall make payments up on order of the president. The Treasurer shall report to the board the bank balance and a summary of receipts and disbursements. The Treasurer shall keep separate accounting of Iceland Room funds and Scholarship funds, receive payments and make payment of expenses as authorized. The Treasurer shall mail a copy of the annual Iceland Room financial report to the director of the Nordic Heritage Museum.

ARTICLE VIII. COMMITTEES

Committees can be proposed by any member in good standing and shall be approved by the board of Trustees. The President may appoint ad hoc committees as needed.

ARTICLE IX. BOARD OF TRUSTEES

SECTION 1 – NUMBER

The Icelandic Club of Greater Seattle shall have a minimum of (6) six and not to exceed (12) twelve Trustees.

SECTION 2 – ELECTION OF TRUSTEES

Trustee shall not serve for more than two consecutive three-year terms. The President may elect any member in good standing to fill any vacancy on the Board of Trustees to serve the unexpired term subject to the approval of the Board of Trustees.

SECTION 3 – MEETINGS

The meetings of the Board of Trustees shall be held at such time and place as the Trustees select. A Board meeting may be called at the request of any three board members.

SECTION 4 – CHAIRMAN AND SECRETARY OF THE BOARD

The President of the Club shall act as chairman of the board of Trustees and the recording secretary shall act as secretary. In the absence of the President, the Vice President shall serve as the chairman of the board. In the absence of the Recording Secretary the board of Trustees shall appoint from its members a Secretary pro tem.

SECTION 5 – EX-OFFICIO

The President, Vice President, Recording Secretary, Membership Secretary and Treasurer of the Club shall be EX-OFFICIO members of the Board of Trustees with equal right to vote at all meetings.

SECTION 6 – DUTIES OF THE BOARD TRUSTEES

A. The duties of the board include the following: recommend club policy to the annual meeting; set committee guidelines; oversee Club operations; and set membership dues.

B. In the event of a death or resignation of an officer, the board of Trustees may select a successor to the vacant office to complete the un-expired term. In the event of a resignation of an officer it shall be the responsibility of the Recording Secretary to document the reasons for the resignation.

C. The Board of Trustees shall divide the following committees equally between themselves: Scholarships and Scholarship fund raising, Newsletter, Historian, Fund raising, Membership, Icelandic Independence Day, Club Website, Photographer, Library/Iceland Room, Social activities, Family history, Public Affairs, Cultural Affairs, Memorial, Children's activities and INL (Icelandic National League).

ARTICLE X. REPLACEMENT OF OFFICERS AND TRUSTEES

SECTION 1 – REPLACING THE PRESIDENT

If the President resigns, or does not attend board meetings without securing that the Vice-President would conduct the scheduled board meetings, or if the President does not make arrangements to hold board meetings at a time where the President or Vice-President can conduct the meetings, the board can then, with a vote of simple majority of the board, replace the President.

SECTION 2 – REPLACING TRUSTEES

If a Trustee has not attended board meetings for 3 consecutive months, without the board accepting the trustee's reason for the absences, the President can replace the Trustee with out further notice.

ARTICLE XI. AMENDMENTS

SECTION 1 - AMENDMENT OF BY-LAWS

These By-Laws may be amended at an annual meeting of The Icelandic Club of Greater Seattle by a 2/3 vote of approval, provided (1) at least a quorum is Present, (2) the amendment (s) has (have) been approved by the Board of Trustees and (3) no less than two weeks written notice of proposed Amendments has been given to the membership.

SECTION 2 – PROPOSING AMENDMENTS TO BY-LAWS

Any member in good standing can propose an amendment to the By-Laws. Amendments to the By-Laws shall not conflict with the Club's Article Of Incorporation. The President shall receive proposed amendment to the By-Laws no later than 6 weeks prior to the annual meeting.

SECTION 3 – REVISION OF BY-LAWS

The By-Laws shall be reviewed for currency at least once every three years by a special committee appointed by the board.

ARTICLE XI. DISSOLUTION

The dissolution of The Icelandic Club of Greater Seattle and distribution of remaining funds shall be in accordance with clubs ARTICLE OF INCORPORATION dated January 1998.

Last revision date:
January 2010

Approved by members at the clubs annual meeting, January 2011