

# **NORTHWEST FEDERATION OF MINERALOGICAL SOCIETIES BYLAWS**

## **ARTICLE I**

### **Basic Information**

- Section 1. The Northwest Federation of Mineralogical Societies, hereafter referred to as the Federation, was incorporated in the State of Washington on April 10, 1950. As a Washington corporation the Federation must have a business address and Representative Agent residing in the State of Washington.
- Section 2. This document will serve as the current bylaws of the federation and includes changes in the general text as were approved at the Convention of Delegates at the Annual Meeting of the Northwest Federation of Mineralogical Societies, Inc at Walla Walla, WA on September 5-7, 2025.

## **ARTICLE II**

### **General Purposes**

- Section 1. To bring about closer association of the earth science societies.
- Section 2. To hold, through Member Societies, conventions with suitable programs and exhibits for the benefit of the members and the general public. Programs shall be planned that are directed to educational purposes in the form of guest speakers, seminars, demonstrations, etc.
- Section 3. To cooperate with the various State Departments of Mines and Mining, in order to promote knowledge of the mineral resources of the different states.
- Section 4. To assemble, for exhibition purposes, suitable collections to show at exhibitions.
- Section 5. To assist in the preservation of all mineral collecting areas. To become actively involved in locating and obtaining new mineral collecting sites for the use of member clubs. To aid in creating a favorable public image this Federation has pledged itself to the practice of better outdoor manners by adopting the AFMS Code of Ethics. Any use of the AFMS Code of Ethics by the NFMS will include the NFMS insignia. The NFMS, Inc., officially supports the multiple use of our natural resources in a manner that will preserve and protect our public lands for their best use.
- Section 6. To cooperate with similar Federations.
- Section 7. This Federation is to function on a non-political, amateur basis.

Section 8. This Federation shall be nonprofit in its operation, and its activities shall be directed exclusively to cultural, educational and scientific purposes. The net income of this Federation shall not inure in whole or in part to any individual or individuals. Nor shall any distribution of income or assets of the Federation be given to other organizations created for the like or similar purposes.

## **ARTICLE III**

### **Affiliations**

Section 1. This Federation is affiliated with the American Federation of Mineralogical Societies, Inc. (AFMS)

- a) The President and 1<sup>st</sup> Vice President will serve as representatives to, and become Directors of the American Federation of Mineralogical Societies, Inc. If the President or 1<sup>st</sup> Vice President are unable to attend the American Federation of Mineralogical Societies meeting, it shall be the duty of the Executive Board to appoint an alternate voting delegate for that annual AFMS meeting.
- b) The Northwest Federation shall annually pay dues, as levied, to the American Federation of Mineralogical Societies, Inc., for dues for each member in good standing in the Northwest Federation.
- c) Delegates to the American Federation conventions will be allowed a mileage rate in the amount no greater than the then current round trip economy air fare by the most direct route, or if direct air service is not available, then by current I.R. S. mileage, by the most direct usually traveled route.
- d) Selection of the NFMS Representative to the AFMS Executive Board. The NFMS Executive Secretary shall supervise selection of the NFMS Representative to the American Federation of Mineralogical Societies (AFMS) Executive Board in the following manner.
  - 1) Eligibility: The current NFMS President and all Past Presidents in good standing in a Member Society shall be eligible as candidates for this office.
  - 2) Nominations. The Secretary, in the year an NFMS Representative is required to be selected to the AFMS Executive Board, shall determine by mail the willingness of each potential candidate to serve.
  - 3) Election: The Secretary shall prepare and mail a written ballot to each eligible member, from part (a), above. A majority vote is necessary for election. If a vote is not reached on the first ballot, a second ballot with the names of the candidates receiving the two (2) highest number of votes shall be prepared and mailed to each eligible member again. The name of the winning candidate shall be submitted by mail to AFMS Nominating Committee.
  - 4) Replacements: In the event that it becomes necessary for any reason, including out of the Northwest Federation, to replace the representative

prior to the end of the required AFMS term, replacement shall be made by the same procedure.

Section 5. This Federation may affiliate with other similar organizations upon a two-thirds (2/3) vote of the delegates at any Annual Meeting, PROVIDED that written notice be given each member Society at least four (4) months in advance.

## **ARTICLE IV**

### **Fiscal Year**

Section 1. Effective January 2026 the fiscal year for the Federation shall be from January 1st thru December 31<sup>st</sup> of each calendar year. The books shall be closed and audited as of December 31<sup>st</sup> of each year. An interim financial report shall be prepared for the Annual Meeting.

## **ARTICLE V**

### **Membership**

Section 1. Membership in this Federation shall be open to qualified Societies in the states of Washington, Oregon, Alaska, Montana, Idaho, that portion of Utah which lies north of 41 degrees North Latitude, and such Canadian Societies in the provinces of British Columbia, Alberta, and Saskatchewan as desire to affiliate.

The Northwest Federation will not solicit clubs outside those boundaries. Should a club outside these boundaries apply for membership in the Northwest Federation, the Secretary of the AFMS and the secretary of the Federation within whose boundaries that club is located will be advised at least sixty (60) days before that club is considered for acceptance by the Northwest Federation.

Section 2. Membership in the Federation shall be open to all organized amateur mineral, geological and gem societies in the Northwest Federation Boundaries.

Section 3. Adult members are 18 years of age or older. Members who have not reached their eighteenth birthday are Junior Members. Those Junior Members of a Member Society shall constitute the Juniors Club of that Society. Member Societies shall have adult members as Officers.

Section 4. An amateur Society is one which is interested in lapidary, art metalcraft, jewelry, paleontology, geology, archeology or the study and collecting of minerals solely for the pleasure and the educational, social and physical benefits that it derives therefrom.

Section 5. Amateur societies desiring admission to the Federation shall apply, in writing, to the Executive Secretary, giving the name of its president and of its secretary, the number of members and the purposes and objectives of the society.

Section 6. Upon a Society's request for membership in the Northwest Federation, the Executive Officers of the Federation only, shall vote on that Society's tentative

admission into the Federation. And upon payment of dues, these Societies shall have the same privileges as other member Societies until the next Convention of Delegates at which time they shall be voted on and accepted or rejected.

Section 7. Any Member Society desiring to withdraw from the Federation, shall make such intention known by written notice to the Executive Secretary, which notice shall be signed by the Officers and Director of the Society. Notice of such withdrawal shall then be sent by the Executive Secretary to each member society in the Federation.

Section 8. Should the attitude or conduct of any Member Society at any time be considered extremely detrimental to the welfare of the Federation, such Member Society may be suspended by a majority vote of the Assembly of Directors at a special meeting called by the President, such suspension to be effective until action is taken by the Delegates at following Annual Meeting. A suspended Member Society may be reinstated or expelled by majority vote by ballot at any Annual Meeting PROVIDED that written notice has been given to the Secretary of the suspended Society, so that its representatives may appear to show cause for reinstatement.

## **ARTICLE VI**

### **Dues**

Section 1. Annual dues of the adult members shall be on the basis of three dollars and fifty cents (\$3.50) per adult member of the Member Society and the dues of the Junior Members shall be on the basis of one dollar (\$1.00) per junior member of the Society. Such dues shall be due and payable to the Treasurer on the first day of each calendar year and shall be based upon the membership roster of the Society as of December 31, of the year just closed.

Section 2. New Societies joining the Federation shall pay three dollars and fifty cents (\$3.50) per adult member and shall pay one dollar (\$1.00) per junior member per calendar year, or fraction thereof, with the exception that societies joining the Federation between the close of the annual meeting and the calendar year shall be extended the courtesy of having dues paid during this period be considered as payment in full for the entire following calendar year.

Section 3. Should any Member Society fail to remit its dues for the current year by February 15, such Society shall not be considered in good standing and may not be listed in the Federation directory for that year. Any Member Society failing to pay its dues by June 1<sup>st</sup> shall be dropped from the roll.

Section 4. Should such Society desire readmission, it shall apply for membership in the usual manner.

## **ARTICLE VII**

### **Government**

#### **Part A. Qualification of Officers, Directors, Delegates and Appointees.**

Section 1. All Officers, Directors, Delegates and Appointees shall be adult members of a Member Society in good standing.

#### **Part B. Officers**

Section 1. The Officers of the Federation shall consist of the President, 1<sup>st</sup> Vice President, 2<sup>nd</sup> Vice President, Executive Secretary and Treasurer.

Section 2. These Officers shall constitute the Executive Board.

Section 3. The Executive Board shall carry out all authorized business of the Federation.

Section 4. Vacancies in office shall be filled by appointment of the President, with approval of the Executive Board.

#### **Part C. Convention of Delegates**

Section 1. The Convention of Delegates is an assembly of individuals representing each Member Societies who meet annually to approve actions that affect the overall operation of the Federation as further may be specified in these bylaws.

Section 2. Each Member Society shall be represented at the Annual Meeting (Convention of Delegates) by no more than two (2) individuals who serve as delegates and are the official representatives of their home society. One delegate will also serve as a director and represent their Society as a member of the Assembly of Directors.

Section 3. Individual delegates are to be selected in any manner the Member Society may decide.

Section 4. Each delegate has one vote.

#### **Part D. Assembly of Directors**

Section 1. The Assembly of Directors shall consist of the Officers of the Federation, who shall act as Officers of the Assembly, and one (1) Director from each Member Society, to be selected in any manner the Member Society may decide.

Section 2 The term of office of the Society Directors shall be for one (1) year.

Section 3. Each member of the Assembly of Directors shall have only one (1) vote, even though he/she may be representing more than one (1) society.

Section 4. Duties of the Assembly of Directors are specified in other sections throughout these bylaws.

Section 5. One third (1/3) of the Assembly of Directors meetings is needed to constitute a quorum for conducting assigned business.

Section 6. No proxy votes will be accepted.

#### **Part E. Election of Officers**

- Section 1. Within sixty (60) days after the close of the Annual Meeting, the President, with the approval of the Executive Board, shall appoint, from the qualified members in good standing of any Member Society in the Federation, up to five (5) persons with at least one (1) from each of the Northwestern states of Idaho, Montana, Oregon, Utah and Washington who shall constitute the Nominating Committee.
- Section 2. The Nominating Committee shall act to nominate for each elective office of the Federation for the ensuing year, with the exception of the Office of President, one (1) or more qualified Federation Society members in good standing who have expressed their willingness to accept the responsibilities of the office. For the Office of President, the Nominating Committee shall nominate only one candidate, and it shall be customary to nominate the current 1<sup>st</sup> Vice President for the Office of President.
- Section 3. Such nominations with a list of qualifications of each candidate, shall be mailed to each Federation Member Society at least ninety (90) days prior to the Annual Meeting; copies shall also be available at the Annual Meeting where the Nominating Committee shall make its report. Other nominations may be made from the floor at the meeting. The election of officers shall be by majority vote at the meeting.
- Section 4. Elections shall be by ballot except in the case of single nominee, when this rule shall automatically be suspended and the nominee shall be declared elected by the Presiding Officer. The term of office shall be for one (1) year beginning **January 1st**, or as soon thereafter as new Officers are elected and installed.
- Section 5. No person may serve more than one (1) term in sequence as President of the NFMS and it shall be customary, but not mandatory, to promote the current 1<sup>st</sup> Vice President to the Office of President.
- Section 6. No two members of the same family can serve on the Executive Board during any term.
- Section 7. Fulfillment of the duties of the Nomination Committee shall be the responsibility of the Nominating Committee Chairman.

## **ARTICLE VIII**

### **Meetings**

#### **Part A. The Convention of Delegates (Annual Meeting)**

- Section 1. The Executive Board and Convention of Delegates constitute the voting body of the Federation.
- Section 2. A meeting of the Executive Board and Convention of Delegates shall be convened at a time chosen by the host society whose bid for the Annual Meeting and Show has been accepted by a majority vote of the Assembly of Directors. (The date of the Annual Meeting and Show shall have no effect on the fiscal or the operations year of the Federation.)

- Section 3. All business of the Federation shall be transacted at the Annual Meeting by the Executive Board and Convention of Delegates, except such business as may be specifically assigned to the Assembly of Directors or the Executive Board.
- Section 4. Before being seated at any Convention of Delegates, all Delegates shall be required to have on file with the Credentials Committee, authorizations being signed by the President and Secretary of the Society they represent.
- Section 5. Delegates present at any Annual Meeting shall constitute a quorum for conducting business and making decisions.
- Section 6. No Delegate may represent more than one Member Society.
- Section 7. No Proxy votes will be accepted from delegates.
- Section 8. Standing Committee Chairpersons may attend and present their committee reports to the Executive Board and delegates.
- Section 9. Appointees to special committees may participate in business discussions.
- Section 10. Other individuals who are members of the Federation in good standing may attend to observe.

#### Part B. Special Meeting

- Section 1. After the Annual Meeting the newly elected President may convene a meeting of the Assembly of Directors to transact any business assigned to them by the delegates at the Convention of Delegates.
- Section 2. The President, or any seven (7) Member Societies may call a Special Meeting of the Assembly of Directors for an emergency.
- Section 3. One third (1/3) of the membership of the Assembly of Directors shall constitute a quorum when the Special Meeting is assembled.
- Section 4. Special Meetings may be called by the President by mail, for the purpose of transacting any business within the authority of the Assembly of Directors.
- Section 5. A majority of the membership of the Assembly of Directors shall constitute a quorum when making decisions when meeting by mail.

#### Part C. Mid-Year Meeting

- Section 1. Mid-Year meetings are for the benefit of the Executive Board and are open to any Federation member.
- Section 2. Directors and delegates may attend to present items or issues their home society wants to bring before the Executive Board for discussion.
- Section 2. Standing Committees chairpersons are invited to attend to present updates on committee activities.
- Section 3. It is an opportunity for open discussions of business related items that may warrant inclusion in the agenda for the next annual meeting.
- Section 4. There is no voting on business decisions at the mid-year meeting.

#### **Part D. Organizational Meeting**

Section 1. A meeting of the new Executive Board and invited individuals for the purpose of setting schedules, priorities, and organizing the new Executive Board assignments for the term in their position.

Section 2. To be held as soon as possible after the election of new members to the Executive Board at a place designated by the newly elected President.

Section 3. May include resolution of any old unfinished business including any known AFMS considerations.

#### **Part E. Rules of Order**

Roberts Rules of Order, Revised, unless otherwise provided for in these Bylaws shall govern all meetings of this Federation and its Assembly of Directors

#### **Part F. Parliamentary**

The Parliamentary shall not be a Delegate or Director of any Member Society.

#### **Part G. Electronic Meetings**

All meetings specified by this Bylaw Article VIII, Parts A, B, C & D shall be conducted with Officers, appropriately credentialed Directors and Delegates present in person if possible. However, the Executive Board is authorized to conduct such meetings by electronic means. The provisions of Robert's Rules of Order, 12th (or later) Revision, Appendix "SAMPLE RULES FOR ELECTRONIC MEETINGS" pp.635-649 shall apply with special regard to conduct of the meeting, and voting by show of hands or secret ballot as appropriate. The specific Internet protocol and program used to hold such a meeting shall be left to the discretion of the Executive Board.

Furthermore, informal meetings such as those of Committees, Executive Board, or other working bodies of the NFMS may also be similarly held by electronic means at any time when requested by the Chairperson.

#### **Part H. Junior Club Meetings**

All Junior Club meetings, outings and field trips must have an Adult Member present. It is strongly recommended that two unrelated adults are present.

All Junior Members that require direct supervision or care must be accompanied by an adult.

## **ARTICLE IX**

### **Duties of Officers**



- Section 1. The Officers shall perform the duties outlined for them in Roberts Rules of Order, Revised, and those detailed for them in the Operating Procedures which are not inconsistent with the Articles of Incorporation and the Bylaws of this Federation.
- Section 2. Duties of the Federation Director, a member of the Society he represents, are detailed in the Operating Procedures.
- Section 3. The EXECUTIVE BOARD, as defined in these Bylaws, Article VII, Part B, Section 2 shall carry out all authorized business of the Federation. Shall within one (1) month after election, approve a Federation Budget for miscellaneous expenses submitted by the Budget Committee for the year just beginning.
- Section 4. ALL FEDERATION EXECUTIVE OFFICERS shall be allowed a transportation allotment in an amount not greater than the then current round trip economy air fare to the Convention, Mid-Year Meetings, and Organizational Meetings by the most direct route, or if direct air service is not available, then by current I.R.S. mileage, by the most direct usually traveled route. This includes transportation home from the convention for outgoing and the newly elected officers.

## **ARTICLE X**

### **Committees**

#### **Section 1. Qualifications**

- (a) Chairpersons are appointed by the President. No person shall be appointed Chairman of more than one (1) Committee.
- (b) No member of the Executive Board shall be appointed Chairman of a Committee except that the 1<sup>st</sup> Vice President, upon election to that office, automatically becomes Chairman of the Budget Committee, and the 2<sup>nd</sup> Vice President, upon election to the office becomes the Chairman of the Custodian Committee.
- (c) If possible, all appointments must be made within sixty (60) days and notification be given the Member societies within ninety (90) days following the Annual Meeting.
- (d) Notification of the appointments shall be sent to the Federation Director and at least one (1) other Society Officer in each member Society by way of the NFMS Newsletter.
- (e) All Committee Chairmen are to work with the President and submit their reports, with recommendations, if any, at the Annual Meeting.

#### **Section 2. Standing Committees**

- (a) Standing Committees shall be: Budget, Bulletin Aids, Credentials, Custodian, Directory, Education, Endowment Fund, Historian, Juniors, Long Range Planning, Newsletter, Nominating, Northwest Rockhound Retreat, Operations Review, Public Land Advisory, Past President Council, Public Relations, Resolutions, Rules & Awards, Safety, Scholarship, Show Coordination, Slide and Video Library, Stamps, Supplies, Ways and Means, Web-Site and Website Contest

- (b) Each Standing Committee Chairman shall deliver to their successors all material pertaining to their Committees work within ten (10) days after their termination of their appointments
- (c) Composition of Standing Committees:
  - BUDGET: The current 1<sup>st</sup> Vice President shall be the Chairman of the Budget Committee.
  - CUSTODIAN: The current 2<sup>nd</sup> Vice President shall be the Chairman of the Custodian Committee.
  - RULES AND AWARDS: Shall be composed of three (3) members, each serving a three (3) year term with one new member being appointed each year by the President of the NFMS, to replace the retiring member having served three years. The oldest member, in terms of service shall be the Chairman of the Committee. The Second Year member shall be the Judging Director. The incoming member shall be the Exhibits Registrar (Exhibits Registration Chairman). The activities of the Rules and Awards Committee shall be governed by the AFMS Uniform Rules, and the NFMS Operating Procedures for the Rules and Awards Committee.
  - ALL OTHER STANDING COMMITTEES: Shall be constituted as the President deems expedient and their appointment shall be for a one (1) year term which shall coincide with the term of the Federation President, or until their respective successors are appointed and qualify.
- (d) Standing Committees shall perform the duties specified for them in the Operating Procedures

### Section 3. Special Committees

- (a) Special Committees will be appointed annually, as desired, for a one year term, by the NFMS President to complete a specific task (Further term(s) must be reappointed by succeeding presidents). Operating Procedures that pertain to all committees and the NFMS Operations Manual will define the conduct of any and all Special Committee assignments.

### Section 4. NFMS Representatives on AFMS Committees

- (a) The NFMS President will appoint NFMS regional representatives to serve on AFMS Committees as requested by the AFMS President.
- (b) Duties will be defined by AFMS Bylaws, OP's or other AFMS document.

## ARTICLE XI

### OPERATING PROCEDURES

#### Part A. Operating Procedures

The details of operating not included in the Articles of Incorporation or the Bylaws of the Federation that are of a continuing nature, to be mandatory on succeeding administration until amended, suspended or rescinded, shall be authorized by

Operating Procedures, upon approval of the Assembly of Directors & Delegates, as outlined in our Operating Procedure System.

### **Part B. Operating Procedure System**

Section 1. Suggested Operating Procedures may be submitted by any member in good standing, to the President, the Secretary, or directly at any Annual meeting.

Section 2. Operating Procedures may be adopted, rescinded or suspended at the Annual Meeting without prior notice, by a majority vote of those present and voting

Section 3. No Operation procedure is in order that violates this Federation's Articles of Incorporation or its Bylaws.

## **ARTICLE XII**

### **Official Publication**

"The Northwest Newsletter", a nonprofit bulletin owned and published by the Northwest Federation of Mineralogical Societies, Inc., shall be the official publication.

## **ARTICLE XII**

### **Cancellation Clause**

On Adoption of these Bylaws, it automatically cancels all previous Bylaws and Amendments thereto, of this Federation.

## **ARTICLE XIV**

### **Amendments**

Section 1. All amendments to these Bylaws must be sponsored by a member Society in good standing.

Section 2. These Bylaws may be amended at any Annual Meeting by a two thirds (2/3) vote of the Delegates present, PROVIDED, that written notice has been given each of the member Societies at least three (3) months in advance.

## **ARTICLE XV**

### **Historical Information**

**Part A. The Organizing Meeting:** The Societies which are represented at the organization meeting held in Olympia, Washington, February 5, 1938 whose representative's signatures appear on the original Constitution are designated as Charter Members.

### **Part B. CHARTER MEMBERS**

1. Ray C. Grulke, President, Washington Agate and Mineral Society
2. E.H. Rockwell, President, Oregon Agate and Mineral Society
3. C.G. Springer, President, Deschutes Geology Club
4. Arthur K. Harris, President, Camas Mineral Society

5. Charles O. Fernquist, President, Columbian Geological Society
6. M.F. Reed, President, Gem Collectors Club
7. Floyd A. Holmquist, President, Tacoma Mineral Society

**Part C:** Original bylaws were approved by Henry C. Dake, President at the first Northwest Federation meeting