

AppleSeeds
DBA Triangle Macintosh Users Group (TMUG)
P.O. Box 14724
Durham N.C. 27709

AppleSeeds Bylaws

Revised October 1988
Revised January 1993

Revised June 1993
Revised October 2003

ARTICLE 1 PURPOSE

The purpose of AppleSeeds is to organize, establish, and support a Macintosh Users Groups to be known as the Triangle Macintosh Users Group (hereinafter, "the Group") that will promote social welfare by engaging in educational activities for people interested in the understanding, use and enjoyment of Macintosh computers. The Group is not affiliated with any firm, corporation, or dealer and will maintain independent status at all times.

ARTICLE 2 OFFICE

SECTION 1 PRINCIPAL OFFICE

The principal office of the Group is located in the Research Triangle area of Durham County, State of North Carolina.

SECTION 2 CHANGE OF ADDRESS

The designation of the county of the Group's principal office may be changed by amendment of these Bylaws. The Executive Committee may change the principal office from one location to another within the Research Triangle area of Durham, Wake, or Orange county by noting the changed address and effective date below, and such changes of address shall not be deemed, nor require, an amendment of these Bylaws:

_____	Dated: _____, _____
_____	Dated: _____, _____
_____	Dated: _____, _____

**ARTICLE 3
MEMBERS**

SECTION 1 DETERMINATION AND RIGHTS OF MEMBERS

The Group shall have only one class of members. Except as expressly provided herein, all memberships shall have the same rights, privileges, restrictions, and conditions.

SECTION 2 CONDITIONS OF MEMBERSHIP

(a) A member in “good standing” is one whose membership application has been approved by the Executive Committee and whose current annual dues have been paid or are no more than thirty days in arrears.

(b) Benefits of membership shall only accrue to members who are in good standing.

(c) Membership shall expire automatically if membership dues remain in arrears and unpaid for sixty days.

**ARTICLE 4
OFFICERS**

SECTION 1 ELECTED OFFICERS AND THEIR RESPONSIBILITIES

(a) Elected officers shall serve terms of one year and shall take office on April 1.

(b) Officers may serve consecutive terms of office.

SECTION 1.1 President

(a) Supervises all officers in the performance of their duties.

(b) Presides, or else designates another member to preside, over all general and Executive Committee meetings and is responsible for the conduct of these meetings.

(c) Is responsible for keeping meetings within prescribed time limits.

(d) Appoints committee chairpersons.

(e) Ensures that the Group’s Bylaws are followed during the conduct of all Group business.

(f) Speaks officially for the Group to press or other media.

SECTION 1.2 First Vice President

(a) Performs as president in the absence of the President.

(b) Schedules and advises the Executive Committee of the location, date, and activity agenda for the general monthly meetings.

SECTION 1.3 Second Vice President

(a) Performs as president in the absence of the President and First Vice President.

(b) Maintains a current record of all appointed officers, committees, and special interest Groups (SIGs) and oversees and supports their activities.

(c) Organizes any public relations or publicity activities approved by the President or Executive Committee.

(d) Assists the other officers as needed.

SECTION 1.4 Secretary

(a) Ensures that significant events at all general and Executive Committee meetings are recorded and reports are suitably archived.

(b) Is responsible for mailing all Group correspondence to members.

SECTION 1.5 Treasurer

(a) Maintains accurate and up-to-date records of the Group's finances and provides said records for a quarterly report and presidential audit.

(e) Maintains a current record of active members, collects annual membership dues, and notifies members as their memberships expire.

(b) Maintains a bank account in which Group funds are kept, and promptly disburses the Group's funds as approved by the Executive Committee.

(g) Drafts an annual financial statement in January of each year that estimates the Group's likely income and probable obligations during the year, so as to assist the Executive Committee in preparation of its annual budget.

SECTION 2 EXECUTIVE COMMITTEE

SECTION 2.1 An executive committee composed of all officers and chaired by the President shall have the following responsibilities:

(a) Conducts normal business on behalf of the Group, except that no decisions requiring expenditure of Group funds shall be made in the absence of a quorum.

(b) Before the end of each fiscal year, prepares and approves an operating budget for the following fiscal year and makes it available to the membership.

(c) Creates appointive Offices of Service in areas that will benefit the Group and selects members to fill those offices as needed. At its first meeting after elections are held each year, the Committee either confirms or revises its appointments or discontinues those offices.

- (d) Ensures maintenance of good morale and promotes the Group's interests.

SECTION 2.2 The Executive Committee shall convene monthly, unless the president determines there is no new business or there are extenuating circumstances.

SECTION 2.3 A quorum of the Executive Committee shall consist of three of its elected members.

SECTION 2.4 Any member may attend an executive committee meeting at any time, and may bring to that body for its consideration any topic affecting the club; provided that such member shall inform the presiding board member in advance of any proposed topic. The presiding board member shall then assign the member's topic a place on the agenda under "New Business" and invite the member to take part in its discussion.

SECTION 3 APPOINTED OFFICERS OF SERVICE AND THEIR RESPONSIBILITIES

SECTION 3.1

(a) The Executive Committee may from time to time create and dissolve Offices of Service for such purposes as making news and information available to the Group's members; maintaining contact with appropriate vendors; maintaining the Group's email server and its website; and such other purposes as it may deem appropriate; and it shall appoint members to fill such offices.

(b) Appointed officers shall report regularly to the Committee any matters that require its consideration. Such officers may attend Executive Committee meetings and take full part in deliberations, but they shall have no vote in Committee decisions.

ARTICLE 5. CONDUCT OF BUSINESS

SECTION 1 DUES

(a) Dues payable by members shall be proposed by the Executive Committee and approved at a general meeting of members.

(b) Approval of the proposed level of dues shall require a favorable vote by members present and voting.

(c) Membership dues are payable upon application for membership and are renewable on each anniversary of the application's approval.

(d) Dues are not refundable.

(e) Guests may attend the meetings without charge. However, they will not be entitled to benefits reserved for dues-paying members.

SECTION 2 FISCAL YEAR

The Fiscal Year for the Group shall run from April 1 to March 31.

SECTION 2A EXPENDITURE OF FUNDS

Any expenditure of Group funds proposed by the Executive Committee exceeding Five Hundred Dollars (\$500) must be approved by the members at a general meeting.

SECTION 3 VOTING

3.1 All issues requiring a vote of the membership shall be announced and explained at least fifteen days in advance. Voting on such issues shall be held during the next general meeting following their announcement.

3.2 Members in good standing may vote at general meetings.

3.3 Votes shall be cast by voice or hand, unless a member expressly requests secret balloting.

3.4 Votes shall be decided by a simple majority of members present, except that in the case of a change in the Bylaws or that of removal of an officer, approval shall require a three-quarters majority of members present.

3.5 All vote results shall be published to the membership.

SECTION 4 ELECTIONS

4.1 Elections to office shall be held at a general meeting of members in March of each year.

4.2 Only members in good standing may be candidates for election to office.

4.3 The incumbent president shall preside over elections.

4.4 At least one month in advance of elections, the President shall appoint an ad hoc nominating committee to identify suitable candidates for each elective office and present its list of candidates to the Executive Committee for timely dissemination to the membership of the Group.

SECTION 5 AMENDMENT OF BYLAWS

5.1 Any member in good standing may propose amending these Bylaws, provided that any proposed amendment shall be seconded [~~in writing~~] by at least three other members and submitted in writing to the Secretary for circulation to the membership.

5.2 Proposed amendments to the Bylaws shall be considered and acted upon by the membership at the second general membership meeting after their circulation by the Secretary.

SECTION 6 REMOVAL OF OFFICERS

6.1 A motion to remove an officer must be seconded by a minimum of three members in good standing at a general meeting. Such a motion shall be tabled for consideration at the next general meeting at which a quorum is present.

6.2 The Executive Committee shall assume the duties of a removed officer. Normal election procedures shall follow within three months to fill the resulting vacancy..

SECTION 7 DISSOLUTION

7.1 A motion to dissolve the Group must be seconded by a minimum of three members in good standing at a general meeting.

7.2 A three-quarters majority of members voting shall required to approve dissolving the Group.

7.3 Upon dissolution of the Group, all assets shall be liquidated and all funds distributed among non-profit organizations chosen by simple majority vote of the Executive Committee.