

CONSTITUTION

THE AMERICAN COLLECTORS OF INFANT FEEDERS

Article I.

NAME

The name of this organization shall be:

THE AMERICAN COLLECTORS OF INFANT FEEDERS

Article II.

PURPOSE

The primary purpose of this organization is to gather and publish information pertaining to the methods and devices used for feeding infants throughout history. We will encourage and promote the collecting of infant feeders and related items. This is a non-profit organization, and none of its efforts nor its assets will be used for the financial gain of any member.

Article III.

SEAL/LOGO

Section 1. The seal/logo of the organization shall be in the form of a double banded circle, within the bands is the inscription "ACIF" and "FOUNDED 1973." Inside the inner circle appears a cluster of infant feeders – a complete screw-top nursing bottle, an oval turtle nursing bottle with rubber tubing and nipple and an invalid feeder.

Section 2. The seal/local shall be used for official business of the organization only and shall be kept with the permanent records of the organization.

Article IV.

MEMBERSHIP

Persons who identify with the purposes of the organization and who comply with the requirements for membership as stated in the By-Laws shall be eligible for membership.

Article V.

OFFICERS

Section 1. The officers shall be the President, Vice President, **Secretary, and Treasurer**. The President and Vice-President shall be elected every two years and shall not be eligible for the same office for more than two consecutive terms. The **Secretary and Treasurer** shall be elected every two years and shall not be limited to any number of terms.

Section 2. Each past President shall serve as a Director for four years.

Section 3. The Executive Board shall consist of the Officers, two Directors, Editor, and Chairpersons of Standing Committees, if any.

Article VI.

MEETINGS

Section 1. Officers shall be elected each odd year at the Annual Convention.

Section 2. Annual reports of Officers and Standing Committees shall be submitted for the Annual Convention.

Section 3. Newly elected Officers and Directors shall be installed following their elections at the Annual Convention.

Article VII.

AMENDMENTS

This Constitution may be amended at the Annual Convention of the organization by a two-thirds vote of the members present. Proposed amendments shall be presented by the Executive Boards to the membership of the organization in a least one issue of the newsletter prior to the Annual Convention.

BY-LAWS

Article I.

MEMBERSHIP

Section 1. The annual membership year of this organization shall be on a fiscal year basis beginning on **July 1 and ending on June 30**.

Section 2. The name of any person desiring membership shall be presented on written application to the **Treasurer** accompanied with full payment of annual dues.

Section 3. Each member upon full payment of annual dues, shall be issued a membership card which shall be valid until the last day of the membership year.

Article II.

DUES

Section 1. Dues will be determined annually at the Annual Convention and will begin one year from the following August.

Section 2. Notice of the Dues due and membership application shall be included in the newsletter one issue prior to the end of the membership year.

Section 3. Any member who has failed to pay full membership dues by December 1, shall be automatically dropped from the membership and the newsletter and other notices discontinued.

Article III.

DUTIES OF EXECUTIVE BOARD

The Executive Board shall supervise all financial and property interests and direct the policies and program of the organization; and attend meetings called by the President. No Officer, Director or any appointee shall receive compensation except reimbursement for administrative expenses.

Section 1. OFFICERS:

The President shall preside at all regular meetings and Executive Board meetings. The President shall perform all duties delegated by the By-Laws or voted upon by the membership. The President shall appoint Standing Committees, and Special Committee Chair-persons as may be advisable. In the event any Officer cannot fulfill his/her duties, the President shall appoint a member in good standing to fill that office until the next Annual Convention. If the election to fill the office is between biannual elections, the office shall be filled by an elected individual for one year. The President shall coordinate the Annual Convention program schedule with the member host/hostess. The proposed Annual Convention program schedule shall be published in the newsletter preceding the convention.

The Vice-President shall perform all the duties of the President in the President's absence and shall assume such duties as the President may designate. The Vice-President will act as the Fun Fund Auction and Annual Sale Chair-person and shall set up and coordinate these two special events at the Annual Convention. In addition to the above duties, the Vice-President shall try to obtain a speaker for the Annual Convention. Such speaker should present a program in conjunction with the club's primary purpose.

The **Secretary** shall keep an accurate record of all meetings and have custody of important papers and shall maintain an official copy of the Constitution and By-Laws and Standing Rules of the Executive Board. All amendments made shall be attached to the official copy.

The **Treasurer** shall collect dues, pay all bills and disburse money only upon authorization of the President or Executive Board or both, and keep adequate records of all transactions. The **Treasurer** shall deposit all monies in a bank of his/her choice. All monies regardless of size shall be paid by organizational check and all monies received shall be deposited in the organization's checking account. The **Treasurer** shall keep an indexed account of members with names, addresses, and date dues were paid and issue membership cards. The **Treasurer** shall be prepared to submit a financial statement at each regular meeting. In the absence of the **Treasurer** the President shall be authorized to sign all checks.

Section 2. DIRECTORS:

The directors shall serve in an advisory capacity and assume such duties as the President may designate.

Section 3. EDITOR:

It shall be the duty of the Editor to compile and distribute the newsletter, entitled KEEPING ABREAST on a quarterly basis. The mailing of the newsletter to the membership shall be completed within the first two weeks of September, December, March and June.

Article IV.

MEETINGS

The Annual Convention of the organization shall be held once a year, usually the last full weekend in the month of July, unless otherwise decided by the membership or the Executive Board, at a site proposed at least one year in advance. Time and place of conventions may be changed at the discretion of the Executive Board. The Executive Board will meet at the discretion of the President with appropriate notification to the Board members.

Article V.

ELECTIONS

Section 1. The election of Officers shall take place at the Annual Convention each odd year. All Officers shall be elected from members in good standing.

Section 2. Only members in good standing shall vote and participate in the elections. There shall be no voting by proxy.

Section 3. The President shall ask for nominations from the floor after which the nomination shall be closed. All such nomination shall have the consent of the nominee.

Section 4. No one member and/or family member may hold two elected offices at one time.

Section 5: The votes shall be tabulated and the results announced immediately.

Section 6: Installation of Officers shall be held at the Annual Convention following their election and the Officers will assume their duties at the close of the Annual Convention.

Section 7: All outgoing Officers shall turn over all records, receipts and organizational property to the incoming Officers prior to the close of the Annual Convention.

Article VI.

ANNUAL SALE

Section 1. Members who wish to sell their items shall have their name and sell price clearly marked on each item. All sale items that are reproductions, repaired, artificially coated or otherwise not perfect shall be clearly marked as such.

Section 2. Members participating in the Annual Sale shall be members in good standing and in attendance at the Annual Convention. The bid numbers for the Annual Sale shall be drawn by the qualified members.

Section 3. A member in good standing whose membership dues were paid after February 1 shall receive the last bid number for the sale. In the event there is more than one new member after February 1 the membership date determines the order of the last bid numbers, the earliest membership receiving the lowest bid number.

Section 4. The member drawing the bid number one (1) has the opportunity to be the first to select one item only from any of the sale items. By making a selection, the member agrees to purchase that item from the seller for the price shown on the item. This same procedure is continued by ascending numeric order until the person holding the last number in order has completed his or her selection. The process shall continue until all members have passed and relinquished their right to further selections. When all members have passed they then have the privilege to approach each seller and bargain with the seller for any item or items the member may wish to purchase.

Article VII.

AUDIT

An audit of the financial records of the organization shall be completed annually immediately following the end of the calendar year. The President shall appoint a member to audit the financial records. The **Treasurer** shall provide the auditor a detailed report of the finances of the organization, paid invoices plus bank deposit slips and bank balances and a listing of all members with dates and amount of dues paid. The auditor, upon completion of the audit, shall return to the **Treasurer** all the mentioned financial records. The auditor shall submit a report of his/her findings to the President. This report shall be provided to the membership as part of the President's letter in the newsletter following the completion of the audit.

Article VIII.

QUORUM

Members in attendance at the Annual Convention shall constitute a quorum of the organization.

Two-Thirds of the Executive Board members present shall constitute a quorum.

Article IV.

NEWSLETTER

Section 1. The official newsletter, KEEPING ABREAST, shall be published four times a year unless otherwise determined by the Executive Board. Each member in good standing shall receive one copy of each issue of the newsletter. New members, upon full payment of their annual dues, will receive all copies of the newsletter in the year of membership. The newsletter shall contain the notices of the upcoming Annual Convention of the organization and this issue shall be mailed at least forty-five days prior to the Annual Convention.

Section 2. Information contained in the newsletter can be published elsewhere only if approved by the Executive Board.

Article X.

AMENDMENTS

These By-Laws may be amended at the Annual Convention of the organization by a two-thirds vote of the members present, providing the said amendment has been presented to the Executive Board and presented to the membership in a least one issue of the newsletter prior to the Annual Convention.

Article XI.

RULES OF ORDER

Robert's Rules of Order shall be followed.

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AMENDED – July 25, 2015