

Bylaws of the
Maryland Artifact Recovery Society

Revision 6, March 2016

It is the responsibility of each member of the Maryland Artifact Recovery Society to be knowledgeable of the Bylaws. These Bylaws are on the marsdetecting.org website.

ARTICLE I - NAME and ADDRESS

Section A - The name of this organization is MARYLAND ARTIFACT RECOVERY SOCIETY.

Section B - The Maryland Artifact Recovery Society may hereafter be referred to as "M.A.R.S.," "Club," or "Organization."

Section C - The principal place of business for the Maryland Artifact Recovery Society is the state of Maryland, and its address is currently St. Christopher's Episcopal Church, 118 Marydell Road, Linthicum Heights, Maryland 21090.

Section D - Correspondence shall be to the President of the Club.

ARTICLE II - PURPOSE

Section A - The Maryland Artifact Recovery Society, recognizing the need for an organization of metal detecting and treasure hunting enthusiasts, does hereby prescribe and uphold the following purposes and principles:

- To maintain and support the Club to further the interests of its members in matters concerning metal detecting, treasure hunting, research ideas, education, proper techniques and volunteerism.
- To educate, compile, record, and preserve historical data and locations.
- To promote the exchange of information.
- To foster fellowship by providing recreational metal detecting activities for members.
- To educate individuals new to metal detecting in the value of research, historical preservation, and proper artifact recovery techniques.
- That metal detecting is a rewarding and beneficial hobby to share with individuals or family.
- That metal detectorists share a common responsibility to themselves, and to the metal detecting fraternity, to respect the rights of landowners and public officials in the preservation and protection of their property against trespass and repair damage caused by careless or uneducated metal detectorists.

- That service to historic societies, law enforcement agencies, charitable organizations, and other personal requests for assistance is encouraged.
- In furtherance of these aims, M.A.R.S. establishes this organization for the purpose of inspiring those standards of attainment and neighborly conduct.
- Members of the Maryland Artifact Recovery Society shall exemplify and promote the principles of these Bylaws and the Metal Detecting Code of Conduct in an honorable and respectful manor to bolster the reputation of the Club and the metal detecting hobby.

Section B - The Club is non-profit, non-political and non-sectarian.

ARTICLE III - GOVERNMENT

Section A - Officers of the Maryland Artifact Recovery Society

- The officers are President, Vice President, Secretary, Treasurer, and (if applicable), appointed by the President a representative for the Federation of Metal Detector and Archaeological Clubs, hereafter to be referred to as “FMDAC.”
- The President, Vice-President, Secretary, and Treasurer are elected for a term of two years.
- Members under the age of eighteen cannot hold an elected office.

Section B – There are no term limits for officers.

Section C - The duties of officers are set forth in the Bylaws.

Section D - Officers may agree to share each other's duties.

Section E - In the event that an elected officer fails to attend three consecutive meetings of the Club without good cause, then that office becomes vacant, and the officers shall appoint a successor to serve for the unexpired term.

ARTICLE IV - POWERS AND DUTIES OF M.A.R.S. OFFICERS

Section A - President

- The President of M.A.R.S. has general supervision over the business and affairs of M.A.R.S. and sees that orders are carried out and resolutions of M.A.R.S. are put into effect.

- The President ensures officers and committees perform their duties as provided by the Bylaws or by orders or resolutions of M.A.R.S.
- The President appoints non-elective officers and committee heads.
- The President is empowered to call special Club meetings when necessary.
- The President is responsible for encouragement of the M.A.R.S. Bylaws.
- The President presides at Club meetings unless infirmed, called to a family crisis or daily job duty.
 - Files and electronic files in the presiding President's possession concerning the business of M.A. R.S. shall be relinquished to the next elected President or, in the case of a temporary absence of an elected President, to the presiding Vice President.

Section B - Vice President

- The Vice President is vested with the powers of the President in the President's absence or disability, and shall be required to perform necessary duties.
- The Vice President also assumes the duties of any committee chairperson, in the case of the chairperson's absence.
- Files and electronic files in the presiding Vice President's possession concerning the business of M.A.R.S. shall be relinquished to the next elected Vice President or, in the case of a temporary absence of an elected Vice President, to the presiding President.

Section C - Secretary

- The Secretary writes the meeting minutes and keeps records and make such reports as shall be requested from time-to-time.
- The Secretary shall keep records in proper form. Shall be in charge of the membership list.
- The Secretary prepares and distributes by email, or by postal mail to those who don't have an email address, a monthly newsletter consisting, in part, of officer's names, bullet points from the previous month's minutes, winners of prizes, upcoming events and announcements.
- The Secretary keeps several copies of the M.A.R.S. Bylaws for members that request the document.
- Files and electronic files in the presiding Secretary's possession concerning the business of M.A.R.S. shall be relinquished to the next elected Secretary or, in the case of a temporary absence of an elected Secretary, to the presiding President or Vice President.

Section D - Treasurer

- The Treasurer takes control of the bank account established by predecessors or opens a new bank account for depositing Club funds and writing checks.
- The Treasurer collects all monies and pay debts incurred by the Club.
- The Treasurer deposits cash and checks written to the Club in a timely manner, not to be held longer than one month before deposit.
- The Treasurer keeps accurate financial records and makes such reports as requested from time-to time and keeps an updated **membership list**.
- The Treasurer keeps full and accurate accounts of receipts and disbursements.
- Files and electronic files and monies belonging to M.A.R.S., including non-deposited cash and checks, in the presiding Treasurer's possession shall be relinquished to the next elected Treasurer or, in the case of a temporary absence of an elected Treasurer, to the presiding President or Vice President.

Section E – President or his appointee are required to keep copies of the Baltimore City Permit Application on hand to distribute to members or non-members on request.

Section F - Officers may make reasonable appropriations for the benefit of the Club without requiring a membership vote.

Section G– The President, Vice President, Secretary, and Treasurer are exempt from paying dues while in office.

Section H - Committees and Volunteers if needed by the Club.

The Club will meet to determine the number of committees needed to function during the calendar year. Usually there are two types of committees:

- Standing - committees that function on a yearly basis and year to year.
- Ad hoc - committees that function for one or two meetings and disband after the function is completed.
- Community Liaison: Members who interface with public officials (Parks, Law Enforcement, News).
- Evidence Recovery: Members responsible for having a team in place to assist law enforcement.
- Historian: A member who archives important event information for future Club milestone celebrations.

- Hospitality Chairperson: A member who greets visitors at Club meetings and follow-ups with visitors after the meeting.
- Hunt Master: A member responsible for the Club's planted & unplanted hunts.
- Legislation Liaison: A member informs the Club regarding legislation issues either national, state, or local level and recommends a form of action for the Club.
- Librarian: A member who provides storage and displays & signs out the Club's books and videos.
- Manufacturer's Representative: A member who interfaces with equipment manufactures and keeps members informed of new offerings.
- National Organization Liaison: A member who has contact with a national hobby association.
- Photographer: A member who records Club activities by taking photos for the newsletter editor and web-site editor.
- Raffle Chairperson: A member who handles aspects of the Club raffle.
- Refreshments: A member who provides the Club's meeting refreshments.
- Web-site Editor: A member who designs and maintains the Club web-site.
- Finds of the Month Chairperson: A member who manages the Club's show and tell portion of the meeting.
- Diamond & Gold Tester: A member who has the expertise & tools to evaluate gold & diamonds for members.
- Bylaws Committee: Members who review the Bylaws annually.

ARTICLE V - ELECTIONS

Section A - Active M.A.R.S. members in good Club standing are eligible to vote.

Section B – Elections are held every 2 years, not later than the regular December meeting. Notice of elections are given by the President, and announced in the monthly Club newsletter, at least two months prior to the election. If the meeting is cancelled, the election will be held at the next regular meeting.

Section C - Voting is by secret ballot, unless the officer, running unopposed, can be confirmed by acclamation.

Section D- A candidate receiving the highest number of votes from members in attendance will be elected.

Section E - In the event that an elected office becomes vacant for any reason, except for the Presidency, which would be filled by the Vice President, the officers shall appoint a successor to serve for the unexpired term.

Section F - Nomination of officers.

- At the October meeting the President will appoint two members to a nominating committee.
- Nomination of officers is made from the floor during the regular monthly meeting in November. At this time, the nominee has the right to decline.
- The Secretary shall keep a list of the nominations until the next regular meeting in December. At the December meeting a final call will be made for nominations.
- Nominees at the December meeting may still decline before the nominations are declared closed.
- After the nominations are declared closed, the election of officers will proceed. Any officer may be nominated for the same office or may be nominated for another office.

Section G - Election of officers.

- Election of officers is made by written unsigned ballot that is collected and tallied by the committee designated to do so.
- To vote for officers, members must either be present for the elections, or mail in an absentee ballot prior to the December meeting.
- After votes are counted and verified, an announcement is made of the names of the new officers at the December meeting. The new officers take over at the end of the December meeting.

ARTICLE VI - EXECUTIVE COMMITTEE

Section A - The executive committee consists of the President, Vice-President, Secretary and Treasurer, and (if applicable), an appointed representative for the “FMDAC”.

Section B - The executive committee meets when requested by the President, at least one week (if possible) before regular scheduled meeting.

Section C - The executive committee considers matters involving the good of the Club and makes its recommendation to the active membership for consideration.

Section D - A M.A.R.S. member who is currently in good standing with the Club has the right and privilege to attend special meetings in order to present or receive information regarding Club business that involves the member or requires the majority approval of the officers.

- A member or non-member who wishes to attend an executive committee meeting shall inform the President or, if applicable, a chosen representative, by stating that they wish to attend the next scheduled meeting.
- If officers wish to have a member or non-member attend a special meeting in order to present or receive information, they should inform the person(s) by stating that they wish the person(s) to attend the special meeting.
- The President or a chosen representative, notifies the appropriate person(s) of the date, time, and location of the next special meeting.
- The executive committee informs the general membership of decisions made by the committee at the next regularly scheduled monthly meeting.

ARTICLE VII - MEMBERSHIP

Section A - Membership is established by payment of the dues fee, currently 2016 \$25 for individual or family membership privileges.

- The annual dues fee is levied on a calendar basis from January 1st to December 31st of any year.
- Those who enroll as members during the months of October, November or December shall have the following year's dues waived as a result of late-year enrollment.

Section B – Memberships are classified as follows:

- Family membership includes spouse and children under the age of 18.
- Annual membership dues are paid during the January, February and March meetings or paid by mail to the President or Treasurer no later than March.

- Active members are those who paid their yearly dues.
- Honorary members shall be individuals who have performed services to the Club and the metal detecting fraternity which would warrant this privilege. These members shall be appointed and approved by the officers. Honorary members are not required to pay dues and have no voting privileges.
- Lifetime members are members who have had long standing active membership and have performed services to the Club and the metal detecting fraternity which would warrant this privilege. Nominations are submitted to the officers and then presented to the membership for a two-thirds majority vote of members present. This may be accomplished by a special letter, telephone calls, e-mail, or calling a special meeting. Lifetime membership awards are presented, without prior notice to the recipient, at a regular scheduled monthly meeting. Lifetime members pay no dues, have full voting rights, and have the same rights and privileges as an active member.
- Failure to pay dues by the end of the March meeting will result in termination of membership.
- Dues are non-refundable.

Section C - Change in membership dues fees

- Any motions for change in membership dues fees are made during a regular monthly meeting. This motion is then reviewed and discussed by the officers for recommendations.
- Consequent to the officer's recommendations for a fee change of membership dues, changes are ratified by a two-thirds majority vote of members present.

Section D - Membership in M.A.R.S. can be forfeited in any of the following ways or means:

- By resignation, either formal or informal.
- By non-payment of dues.
- By conduct prejudicial or detrimental to the general welfare and prestige of M.A.R.S.
 - Upon request of active members, any member may be expelled from this organization after an investigation and hearing by the officers and following a two-thirds majority vote by the members present favoring expulsion.
 - Prejudicial or detrimental conduct as indicated must be charged in writing, in duplicate, dated and signed by one or more witnesses and filed with the President.
 - Within five (5) days from the date of filing any charges, the member so charged, and the M.A.R.S. membership, shall be notified of the date, time and place of a hearing of said charges.

- After the hearing before the M.A.R.S. membership, a decision is made, and the member notified in writing within ten (10) days of the decision. The decision of the M.A.R.S. membership shall be final.
- A member whose conduct has resulted in expulsion from the Club, resulting from a vote of two-thirds majority vote by the members present, will have their name removed from the M.A.R.S.

ARTICLE VIII - MEETINGS

Section A – Regular Club meetings are held on a monthly basis, currently the fourth Wednesday of every month. Exceptions for good cause, such as inclement weather or holidays may be made by the President, who may change the meeting date or time of monthly meetings by giving advance notice.

Section B - Special meetings, executive meetings or committee meetings may be called by the President or officers on one week's notice. A member who is currently in good standing with the Club has the right to attend special meetings upon the approval of the committee members in order to present or receive information. The President or a chosen representative notifies the appropriate person(s) of the date, time, and location of the meeting.

Section C - The chairperson of a committee, who has been appointed by the President, may call committee meetings as necessary.

Section D - Suggested agenda for monthly meetings

- Opening of the meeting at 7:00 pm by the President or the presiding officer and introduction of Vice President, Secretary and Treasurer, and any committee chairpersons.
- Introduction of guests and new members.
- Financial report by the Treasurer.
- Report of any committees by that committee chairperson.
- Program by a member or special guest.
- BREAK
- Old business.
- New business.
- Monthly Board results.
- Drawing for raffles, 50/50, silver round, leg of gold, door prizes.

- Closing of the meeting by the President or presiding officer.

Section E - Refreshments

- A refreshment volunteer signup sheet is provided at the December meeting for the coming year.
- The Secretary keeps track of the signup sheet and remind the signees of their duty in the monthly newsletter or by other communication.
- If a refreshment volunteer cannot attend the month they chose, the officers shall request another volunteer from the membership.

ARTICLE IX– MONTHLY DISPLAY OR CONTEST TABLE

The monthly meeting display/competition table, and the rules and regulations governing the display/competition table, are the responsibility of the appointed display/table chairperson. The display/table chairperson is appointed by the President.

ARTICLE X– CLUB HUNTS (OPEN, CLOSED, or INFORMAL)

Club open or members only competition hunts are the responsibility of the appointed or volunteer Hunt Master. When necessary, the President and officers act as advisor(s) for these hunts. Any decision(s) that cannot be made by the Hunt Master or officers are presented to the membership for suggestions and majority vote.

ARTICLE XI - WAIVERS

Section A - The Maryland Artifact Recovery Society and officers are not responsible for indebtedness incurred by members.

Section B - The Maryland Artifact Recovery Society is not responsible for accidents incurred by its members or officers driving to or from regularly scheduled meetings, during meetings, on searches, hunts, or other activities.

Section C - The Maryland Artifact Recovery Society is not responsible for injuries, loss of life, theft or loss of equipment incurred by the members or their guests.

ARTICLE XII - AMENDMENT REQUIREMENTS

Section A - These Bylaws may be amended at any regular Club meeting by a two-thirds vote of the active member's present

Section B - Notice shall be given of any proposed changes of the Bylaws one month before such change is voted upon.

Signed and Approved by:

<u>Lance Griffin</u> President Date	<u>Paul Sweeney</u> Secretary Date
<u>Gary Pennington</u> Vice President Date	<u>Tim Streaker</u> Treasurer Date

Note These Bylaws will become effective upon adoption by affirmative majority vote of the active membership at a general membership meeting. The Club shall review these Bylaws biennial for the purpose of recommending changes.

Revised March 2016
Revision 6
Steve Cunningham
Lance Griffin
Gary Pennington
Paul Sweeney
Timmy Streaker