

(Proposed)  
Constitution of the  
Long Island Computer Association, Inc.  
March 26, 1983

1.0 ARTICLE I - GENERAL

This Organization is known as the Long Island Computer Association, Inc. (LICA), referred to in this document as The Association. The Association is a non-profit educational organization, whose purpose is to promote interest in the Computing field among persons of such common interest in the greater Long Island area. The Association shall conduct programs and activities and shall provide a forum for the exchange of information and ideas directed towards securing for its members the benefits of such common association.

2.0 ARTICLE II - BYLAWS

2.1 General

The Association shall adopt a set of By-Laws for the purpose of governing all its operations.

2.2 Adoption

The By-Laws and amendments thereto shall be adopted by a two-thirds majority of members voting at a general meeting, provided that all members have been advised of the proposed adoption. The membership advisement shall be satisfied by distributing copies of the proposed adoption to either:

- all members attending the regular General Meeting preceding the meeting at which the vote is to be held, or
- all members of the Association by mail sent at least ten calendar days in advance of the proposed vote.

2.3 Enforcement

It is the duty of the President to enforce the By-Laws of the Association.

3.0 ARTICLE III - MEMBERSHIP

3.1 General

Membership is open to all persons interested in furthering the purposes of the Association.

### 3.2 Revocation

Membership shall be subject to revocation for non-payment of dues or other just cause according to procedures specified in the By-Laws. Anyone whose membership has been revoked for just cause shall receive a pro-rated refund of any regular dues that person may have paid.

## 4.0 ARTICLE IV - DUES

### 4.1 General

Regular dues or special dues assessments may be levied by the membership upon themselves in accordance with procedures set forth in the By-Laws.

### 4.2 Waiver Of Dues

The Executive Board has the power to waive the payment of dues for such persons as it deems is in the interest of the Association.

## 5.0 ARTICLE V - THE EXECUTIVE BOARD

### 5.1 General

The regular business of the Association shall be conducted by the Executive Board. The Executive Board shall consist of 1) The President, 2) the Vice President, 3) the Treasurer, 4) the Secretary, 5) the STACK Editor, 6) the Immediate Past President, 7) Four General Officers, and all Chairpersons of qualified Special Interest Groups, and such Officers-at-Large as duly appointed. The responsibilities and authority of the Executive Board Members set forth in this Article shall not be exclusive of any responsibilities or authority of the Executive Board Members specified elsewhere in the Constitution or in the By-Laws.

### 5.2 Duties

The duties of the officers shall be as follows:

5.2.1 The President - The President shall govern the operation of the Association; preside at all General and Executive Board meetings; conduct the same in accordance with the Constitution and the By-Laws; decide all questions of order; and execute the other customary duties of the office of the

President. In addition, the President may from time to time appoint such non-voting Officers-at-Large to the Executive Board as may be deemed to be in the interest of the government of the Association.

5.2.2 The Vice President - The Vice President shall conduct meetings in the absence of the President. The Vice President shall also assist the President in governing the operations of The Association and may act in the place of the President with the President's concurrence.

5.2.3 The Treasurer - The Treasurer shall maintain all Association monies in an appropriate bank account; disburse monies authorized by the President or by the Executive Board in accordance with limits specified in the By-Laws; present a financial report at each General Meeting unless waived by the President; present a detailed financial report at the December General Meeting; and allow any Officer of the Association to inspect all financial records upon reasonable notification. In no event shall the Treasurer disburse monies other than in accordance with the By-Laws.

5.2.4 The Secretary - The Secretary shall keep minutes of each General and Executive Board meeting; maintain a current copy of this Constitution and the By-Laws; conduct the regular correspondence of the Association; and advise the STACK Editor of meeting and other notices required to be sent to members.

5.2.5 The Immediate Past President And The General Officers - The Immediate Past President and the General Officers shall attend meetings of the Executive Board and represent the interests of the members of the Association.

5.2.6 The Special Interest Group Chairpersons - The SIG Chairpersons will attend meetings of the Executive Board and represent the interests of their SIGs. A SIG Chairperson may not vote upon matters brought before the Executive Board unless that SIG has been qualified to vote on such matters by the submission to the Executive Board of an annual document of qualification attesting that a) the SIG has at least four meetings per calendar year, b) the Chairperson and at least ten members of the SIG are also members of LICA.

### 5.3 Eligibility

No person shall be eligible to serve as a voting member of the Executive Board of the Association, who is not a Regular Member of the Association. No Executive Board member may vote on an issue which represents a conflict of interest.

## 6.0 ARTICLE VI - MEETINGS

### 6.1 General Meetings

Regular and Special General Meetings shall be scheduled by the Executive Board; however, no fewer than four regular General Meetings shall be held in each Calendar year. All regular members shall receive written notice of Special General Meetings mailed at least ten calendar days in advance of such meetings. Twenty percent of the membership of the Association shall constitute a quorum; no formal business shall be conducted without a quorum.

## 6.2 Executive Board Meetings

Executive Board meetings shall be called by the President. Reasonable notice shall be given to all officers. A quorum shall be constituted by the President or the Vice President and one third of the remaining voting members of the Executive Board.

## 7.0 ARTICLE VII - ELECTIONS

### 7.1 Terms Of Office

The President, the Vice President, the Treasurer, the Secretary and four Officers-at-Large shall be elected for a term of one year.

### 7.2 The Election Procedure

7.2.1 The Nominating Committee - The Chair and six members of the Nominating Committee will be selected by the Executive Board and announced at the September General Meeting. The Nominating Committee will announce a slate of Nominees for Office, each willing and able to serve, if elected.

7.2.2 Open Nominations - After the slate of Nominees has been presented at the October General meeting, the slate will be opened for additional nominations. No member shall be denied nomination who submits a nominating petition signed by that member and five other members of the Association. Such petition must be submitted to the Secretary at least ten days prior to the election meeting.

7.2.3 The Election Meeting - Elections shall be held during the November General Meeting if one is held. If a November meeting is not held, then elections shall be held at the next General Meeting. Time shall be allowed at the Election meeting for statements by members regarding any of the Nominees prior to the Election. Election will be by Secret Ballot. Officers shall be elected by simple plurality, and if elected at the November Meeting, they shall assume office on January 1 following the election. If the Election is deferred, the offices will be assumed on the first day of the month following the Election.

### 7.3 Recall Procedure

A Recall Petition directed at either an elected or appointed Officer, signed by at least ten members of the Association, must be submitted to the Secretary (or to the President in the case where recall of the Secretary is requested.)

The Secretary (or the President) shall then cause such petition to be announced prior to the next General Meeting. In no event shall the announcement of the petition be delayed for more than two regular General Meetings. The recall vote must occur at the meeting following the announcement of the petition. A two-thirds majority of those persons voting shall be necessary for the enactment of the recall petition.

#### 7.4 Vacancies

Vacancies shall be filled by appointment by the President with the approval of a majority of the remaining voting members of the Executive Board. Officers so appointed shall serve only until the next regular election.

#### 8.0 ARTICLE VIII - AMENDMENT

Amendments to this Constitution shall be adopted by a two-thirds majority of those persons voting at a General Meeting. Notification requirements shall be the same as those specified for the By-Laws in Article II, Section 2 of this Constitution.

(Proposed)  
By-Laws of the  
Long Island Computer Association, Inc.  
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#### 1.0 DUES

The amount of dues shall be set by the Executive Board and shall be effective upon approval by a majority of persons voting at a regular General Meeting. The Payment of regular dues shall convey all the rights and privileges of membership for a period of not more than one year, expiring on December 31st of the membership year. One-half of the dues shall be payable by anyone joining the Association after June 30th.

#### 2.0 INITIATION FEE

Prospective new members may be charged an initiation fee in addition to dues. The Amount of such fee, if any, shall be set by the Executive Board and become effective upon approval by a majority of persons voting at a regular General Meeting.

#### 3.0 EXPIRATION AND RENEWAL OF MEMBERSHIP

The Secretary shall have the power to remove from the membership list and the newsletter mailing list, without notice, the name of any person whose dues are in arrears for more than two months. Persons whose memberships have expired may avoid paying any initiation fee by renewing their membership retroactive to the date on which such membership expired. Such retroactive renewal shall entitle that member to back copies of the newsletter, subject to availability.

#### 4.0 REVOCATION OF MEMBERSHIP

The membership of any person may be revoked for just cause upon recommendation of the Executive Board and approval by two-thirds majority of those persons voting at a regular General Meeting. Notice of such proposed action must be given in writing to the member involved, and shall appear in the announcement of the meeting at which the proposed action is to be voted upon. Such notices shall be mailed no fewer than ten days before the meeting.

## 5.0 ORDER

The President (and, when applicable, the Vice President) shall be guided by Robert's Rules of Order in the conduct of all meetings. The President may supersede Robert's Rules of Order at his discretion. The President shall have in his possession a copy of Robert's Rules of Order at each General Meeting.

## 6.0 FINANCES

The financial affairs of the Association shall be conducted by the Executive Board. The Treasurer shall disburse monies for expenditures authorized by the Executive Board provided that no single expenditure exceeds \$100.00 and further provided that at least \$100.00 remains in the treasury after such expenditure. Expenditures exceeding the above limits may be authorized by the Executive Board, and the Treasurer shall disburse said monies after such expenditure is approved by the membership at a General Meeting.

## 7.0 THE PRESIDENT'S EMERGENCY FUND

The President shall maintain a personal Emergency Fund to meet unanticipated financial requirements and may make expenditures from this fund without the approval of the Executive Board. The Treasurer shall reimburse the President for expenditures made from his Emergency Fund provided that the sum of all such expenditures during the period from one General Meeting to the next does not exceed \$50.00. All expenditures from the President's Emergency Fund shall be reported at the following Executive Board and regular General Meetings.

