

# **ANN ARBOR MAGIC CLUB BY – LAWS**

**I.B.M.  
Duke Stern Ring 210**

**S.A.M.  
Hank Moorehouse Assembly 88**

**2 Previous Revisions no dates  
Revised May 11, 2005  
Revised September 12, 2012  
Revised July 13, 2016**

## **I. ORGANIZATION**

**Section 1.** This organization shall be known as the Ann Arbor Magic Club, (AAMC).

The AAMC shall be made up of members of the International Brotherhood of Magicians, Duke Stern Ring 210 or The Society of American Magicians, Hank Moorehouse Assembly 88.

**Section 2.** The President and Secretary shall belong to both of the National Organizations.

The AAMC will reimburse the member officer for their membership dues to one of the National Organizations that the officer selects after the reimbursement form is completed showing a receipt of payment for said dues. Any officer may choose not to seek reimbursement for dues.

**Section 3.** The Headquarters of this organization shall be Ann Arbor, Michigan or a location mutually agreed upon by a majority of the members.

## **ARTICLE II, STRUCTURE**

**Section 1.** This organization shall be incorporated under the laws of Michigan, as a private, non-profit organization.

## **ARTICLE III, OBJECTIVES**

**Section 1.** To organize, associate, and encourage those interested in the art of magic and its advancement.

**Section 2.** To foster and advance the magical talents, creativity, and knowledge of the AAMC membership.

**Section 3.** To promote fellowship and social interaction, exchange of ideas and cooperation between those interested in the magical arts.

**Section 4.** To cultivate and advance the art of magic in the fields of entertainment, education and other cultural areas.

**Section 5.** To promote to the magical community an applicable code of ethics as established by the International Brotherhood of Magicians and The Society of American Magicians.

## **ARTICLE IV, MEMBERSHIP**

**Section 1.** There shall be six classes of AAMC membership: Active, Junior, Associate, Honorary, Family, and Life.

**Section 2.** An Active member must be at least 18 years of age and shall have been interested in magic for at least two years. Application for Active membership must be made on an approved membership form and be properly signed by the applicant and show proof of current membership in one of the two National Organizations. The application will be accompanied by the current membership fees established by the Board of Directors and approved by the membership.

a. The board will review all applicants background for good moral and ethical standing.

b. The board will place applicants name in the Messenger News Letter for a one month review by the AAMC members. In addition a statement will be placed following the applicants name that the

membership vote for acceptance or denial will take place at the next meeting.

c. Applicant will be considered a probationary member during this period and will not have any voting privileges.

d. Following the review period the board will present the applicant to the members for acceptance into the AAMC

e. A quorum of the membership must be present to vote on the applicant and the applicant must receive a vote of 2/3 of the quorum members present to be accepted into the AAMC

f. The vote will be by secret ballot and counted by a teller committee of three of the members present selected by the President.

g. The President will announce the outcome of the vote as acceptance or denial at the meeting.

**Section 3.** New members will be granted a three month grace period to join either the I.B.M. OR S.A.M. The Secretary will obtain their signature thus stating that they have been notified of the requirement. They must present their membership card, upon acceptance from on of these two groups, to the Secretary of the AAMC for verification. If a new member or reinstated member does not provide this verification their name will be dropped from the AAMC membership list.

Current members must present their membership cards from one of these two groups to the Secretary who will record their Name, Membership Number, and Date of Expiration. Once membership has expired the current member will have one month to provide renewal of membership to the Secretary of the AAMC All current members will have until the February 2013 meeting to present their membership card(s). In proceeding years they will follow the one month renewal provision stated above.

**Section 4.** A Junior member must be at least 12 years of age and less than 18 years of age and have been interested in magic one year. Those under 18 must be accompanied by an adult guardian. Junior memberships are secured by the same procedures as are required for Active membership. Junior members shall enjoy the same privileges as Active members except they shall not hold office. Upon reaching the age of eighteen years they shall be recognized as Active members with all privileges.

**Section 5.** An Associate member must be a spouse, or bona fide assistant to an Active or Junior member and must be at least 18 years of age. Associate membership is secured by the same procedures as are required for Active membership. Associate members shall enjoy the same privileges as Active members, with the exception that they receive no newsletter.

**Section 6.** Honorary membership may be awarded to a person who has significantly advanced the Magical Arts, etc. Honorary membership may be granted to members who are recommended by the Board of Directors and approved by the membership. Honorary members will pay no dues and may not vote or hold office.

**Section 7.** A Family membership will include spouse and or children up to the age of eighteen. All privileges and conditions of an Active member shall apply excluding the age of the children which must be under the age of eighteen. A Family membership will entitle the family to one newsletter and up to four membership cards.

**Section 8.** A Life member will be a member who has been a member of the Ann Arbor Magic Club for 25 or more consecutive year. The Life member will not be assessed Active membership dues. A Life member will enjoy all the benefits and privileges of an Active member.

**Section 9.** As a condition of membership, all AAMC members shall pledge to be bound by the Magicians' Code of Ethics.

## **ARTICLE V, MEMBER SUSPENSION AND EXPULSION**

**Section 1.** Members may be suspended or expelled from membership or removed from the executive offices of the AAMC for: any conduct which is not in the best interest of the AAMC; violation of the Magicians Code of Ethics; and violation of the AAMC By-laws.

The decision to expel, suspend or remove from office rests on first, a recommendation by the Board of Directors to do so, followed by a three fourths majority vote of the membership at a meeting in which the membership is notified, by mail, of the issue at least one month prior to the voting. Members considered for expulsion, suspension or removal from office will be formally notified and be given due opportunity to meet with the Board of Directors and membership prior to any vote on such action.

## **ARTICLE VI, DUES**

**Section 1.** Annual Dues for all membership classes shall be established by the Board of Directors. Any changes in rate will be published in the AAMC newsletter. Dues shall be payable before January 31 for the current calendar year. Dues paid after January 31 will be assessed a five dollar late fee to the regular fee schedule for that classification.

a. The only members excluded from paying A.A.M.C dues are Honorary and Life members.

**Section 2.** Any member who becomes in arrears for a period greater than THIRTY days shall be dropped from the membership list and be subject to reinstatement only upon making application as a new member and paying a reactivation fee of five dollars.

**Section 3.** A former member wishing to be reinstated and continue with "consecutive membership" may pay the back dues from the prior year or years of missed membership plus the five dollar reactivation fee.

## **ARTICLE VII, OFFICERS**

**Section 1.** The affairs of the AAMC shall be directed by a Board of Directors comprised of the following elected Officers: President, Vice President, Secretary, Treasurer, Sergeant at Arms. Terms of office shall be for one year.

## **ARTICLE VIII, DUTIES OF OFFICERS**

**Section 1.** It shall be the duty of the President to: be the Chief Executive Officer of the AAMC, guiding it with due counsel with the Board of Directors; preside at all meetings of the organization: and shall serve as an ex-officio member of all committees.

**Section 2.** The president shall have full and complete administrative powers in conducting affairs of the organization, providing however the Board of Directors, by proper vote, shall have the right to direct the President to follow a designated plan, if consistent with the members. However, unless thus directed, the President shall not be liable for errors in judgment or administration.

**Section 3.** The President shall, after due counsel with the Board of Directors, appoint standing and ad hoc committees as necessary to carry our the AAMC activities and functions. The findings of

these committees will be presented to the members of the AAMC at the next regular meeting. It is mandatory that the following positions and committees promptly be assigned by the President upon assuming office:

1. An Auditing Committee, consisting of a minimum of 2 persons, shall audit the books of the treasure at the end of the physical year and provide a written record of their audit to the AAMC Board of Directors.
2. A Historian who shall maintain the historical archives and critical permanent records of the AAMC.
3. An Editor who will be responsible for the publication of the AAMC newsletter.
4. A Video Librarian who will keep and oversee the lending of videos.
5. A Book Librarian who will keep and oversee the lending of books.
6. A Harry Colestock Awards Committee which shall consist of the past three recipients of the award.
7. An Awards Committee which shall determine the “Entertainer of the Year” and other awards.
8. A new award called the Hank Moorehouse Award is established. (The first award was presented to George Honer at the 2012 banquet.)
9. It is understood that not all awards must be presented every year.
10. Shall submit an Agenda for the next regular meeting, to the Secretary, to be published in the Messenger News Letter.

**Section 4.** The Vice President shall assist the President in the duties of that office, and in the absence of the President serve as the AAMC presiding officer. The Vice President may serve as an ex officio member of committees in substitution for the President and assume other duties delegated to him. The Vice President will sit on the Budget Committee and jointly with the Secretary to Maintain the Policy and Program Manual.

**Section 5.** The Secretary shall keep a true record of all meetings; files of significant correspondence related to the AAMC; execute in a timely manner the AAMC correspondence including submission of required monthly reports, which include articles to be published in the two national organizations monthly magazines, the Linking Ring and M.U.M., and requested information to the executive office and officers of the International Brotherhood of Magicians, and The Society of American Magicians; and Perform other duties as delegated by the Board of Directors. The Secretary in Conjunction with the Vice President is responsible for updating annually the AAMC Policies and Programs Manual. In additions the Secretary shall:

1. Keep the applications for new members on file noting the date of Acceptance into the AAMC
2. Publish the agenda for the next regular meeting, in the Messenger News Letter, which will be provided by the President.
3. Present to the Board and end of the year report stating which items have been turned over to the Historian.

**Section 6.** The Sergeant at Arms will assure the hospitality of the AAMC is extended to members and guests. The Sergeant at Arms will assure that all persons attending AAMC closed meetings are members of the AAMC in good standing or approved guests. In addition they will:

1. Will present all guests and visitors a guest form to be completed and submitted prior the beginning of the meeting.

2. Keep a record of all guests and visitors name, address, telephone numbers and date of attendance.
3. Send a thank you note for attending and an invitation to join the AAMC

**Section 7.** The Treasurer shall oversee all deposits and receipts of money of the AAMC and shall assure prompt payment of all properly approved AAMC obligations. The Treasurer shall maintain accurate accounting records of all receipts and disbursements and report the status of these against the AAMC budget to the Board of Directors and the AAMC Membership on a schedule specified by the Board of Directors. The Treasurer will also Chair the Budget Committee and review the AAMC financial accounts and recommend alternative banking facilities and investments.

1. The finance committee will present the annual budget recommendations, for the next year, to the members at the November meeting

**Section 8.** The routine business of the AAMC shall be administered by the Board of Directors. They shall consider and take action on any proposals submitted to it by members of the AAMC. They may act upon such proposals or prepare from them a suitable motion to be presented for consideration at any regular meeting of the AAMC.

**Section 9.** In the case of the death, resignation or inability of any officer to serve, the Board of Directors shall appoint a successor. Such successor will serve until the next annual election.

**Section 10.** The Board of Directors shall investigate all grievances arising from conduct unbecoming a AAMC officer or member. They may present proposals to the membership for action to expel, suspend or remove from office members for such conduct.

## **ARTICLE IX, FINANCIAL COMMITMENTS**

**Section 10.** No officer or other member of the AAMC shall make any expenditure or enter into any contract that becomes a financial obligation of the organization, unless the expenditure or contract has been approved by the Board of Directors either as a special commitment or as part of its annual Budget. Committee Chairs of major functions, e.g. public shows and banquets, shall submit a budget to the Board of Directors for approval prior to commitment of funds.

## **ARTICLE X, METHOD OF ELECTION**

**Section 1.** The Board of Directors will annually recommend candidates for nomination for the elected offices of the AAMC. The Board of Directors will assume the responsibility of being the nominating committee. This shall be completed by the regular meeting in November. Such recommendations shall not exceed two candidates for each office and shall be published in the AAMC newsletter at least sixty days prior to the election. In addition any qualified member may be nominated for offices of the AAMC by petition, provided said petition is submitted to the AAMC Secretary before November or at the November meeting and is signed by fifteen Active, Associate, Junior, Life, or Family members. (*Note: Elections may be accomplished by mail as described here or held at a regular AAMC meeting.*)

**Section 2.** Thirty days prior to the annual election of officers an official ballot, containing the names of all qualified nominees, shall be distributed to each Active, Associate, Junior, Life, or Family member that is in attendance at the January meeting. If you know you will not be at the meeting you

may request an absentee ballot from the secretary three weeks prior to the meeting and it must be returned to the Secretary prior to the February meeting. The Secretary will record the members name who submitted the ballot and will submit the ballot, their name and the **UNOPENED** ballot envelope to the election committee at the meeting to be counted with the ballots presented at the February meeting. Ballots shall be marked and returned no later than the date designated on the ballot to the address shown. The ballots shall be returned in the envelope marked "Election Ballot" and delivered to the Ballot Committee, consisting of three members appointed by the Board of Directors. The Ballot Committee shall secure and count all ballots and report the results to the Board of Directors at the February meeting. In case of a cancellation of the meeting the Board will call for a special meeting for the sole purpose of opening and counting the ballots by the Election Committee. This is to take place no more that two weeks following the cancelled meeting. The decision of the Ballot Committee shall be final in instances involving the validity or questionable marking of a ballot. Election to all offices shall be by a simple majority of the ballots cast. Nominees named for elective offices, who are uncontested, shall be elected without balloting.

1. The election of officers will be held at the regular February meeting.

**Section 3.** The Board of Directors shall, in establishing the rules and timetables for the the conduct of the election be guided by the principle that all qualified members should have the privilege of voting.

**Section 4.** Elected officers shall assume their responsibilities at the close of the meeting in which they are elected.

## **ARTICLE XI, MEETINGS**

**Section 1.** The AAMC shall hold its regular meeting on the second Wednesday of the month. At the discretion of the Board of Directors, meeting dates that conflict with holidays or other events may be cancelled or moved to a different date. The Board of Directors may shift the meeting night to accommodate special events and it may add additional meetings for lectures and other magic or social events.

## **ARTICLE XII, QUORUM**

**Section 1.** At least three members of the Board of Directors, of which one must be the President or Vice President, must be present at any Board of Directors meeting to constitute a quorum.

**Section 2.** At least one-third of the AAMC must be present at any regular AAMC meeting to constitute a quorum. Of those present a simple majority vote will constitute **a yah or nay decision.**

## **ARTICLE XIII, AMENDMENTS TO THE BY-LAWS**

**Section 1.** Amendments to the By-laws may be made at any regular business meeting of this organization by a two thirds vote of the members present, provided that the membership has been notified of the proposed changes by mail at least one month prior to meeting and proposed amendments have been posted in one business meeting immediately prior to that in which the vote is taken.

## **ARTICLE XIV, GENERAL**

**Section 1.** The Board of Directors will maintain a Policy and Program manual to provide guidelines for the AAMC officers and membership. The Policy and Program Manual will be updated

annually and will be based on the Board of Directors decisions that delegate responsibilities and create actions that maintain direction and focus to AAMC activities and policies.

**Section 2.** Deceased Member Protocol - Upon the death of a member of the AAMC the AAMC will express its sympathy to the family by selecting sympathy items a or b with the option of including c with either a or b

- a. Sending flowers, or a contribution to a charity as requested by the family.
- b. Presenting a plaque to the family in remembrance at beginning of viewing or at the end of the Broken Wand Ceremony.
- c. Conducting a “Broken Wand Ceremony”, with the permission of the family. This Ceremony will be conducted by the President of the AAMC or his designee.

**Section 3.** Robert’s Revised Rules of Order shall govern AAMC meetings when not in conflict with the AAMC By-laws or Michigan laws covering this organization.

**ARTICLE XV, DISSOLUTION**

**Section 1.** The Ann Arbor Magic Club may be dissolved by a vote of the general membership. Any physical assets will be converted into cash, if possible. All funds and /or remaining physical assets will be donated to the philanthropic project chosen by said members.