

NIAGARA FRONTIER CHAPTER
International Plastic Modelers Society
BUFFALO, NEW YORK

2024 PROPOSED CHANGES TO THE
CONSTITUTION OF THE NIAGARA FRONTIER CHAPTER OF IPMS/USA

Adopted MM/DD/YYYY

PROPOSED CHANGES ARE INDICATED IN ITALICS

ARTICLE I – NAME

The name of this group is established as the Niagara Frontier Chapter of IPMS/USA.

ARTICLE II – PURPOSE

The purpose of this organization is to:

Cultivate interest in and promote the hobby of *scale modeling in plastic*.

Provide information, data, and assistance to its members in the standards and techniques of their avocation.

Establish and maintain liaison with other chapters of IPMS/USA.

In the conduct of all aspects of its activities, the Club shall not discriminate on the grounds of color, religion, race, gender, national origin, mental or physical disability, genetics, marital status, veteran status, sexual orientation, transsexual status, (NYS) transgender status, gender identity or expression, alternate life style, familial status, domestic violence status, or physical appearance.

ARTICLE III – DISSOLUTION

If for any reason the chapter should be dismantled or dissolved, all assets and monies shall be donated to the United Way of Buffalo and Erie County.

BYLAWS

ARTICLE I – MEMBERSHIP

Section 1: General

Any individual expressing a desire to become a member of the Niagara Frontier Chapter may be considered for membership by the Executive Board, whose decision is final. Membership in IPMS/USA is encouraged but not required.

Any applicant accepted for membership agrees to abide by the terms and conditions of this constitution and its bylaws.

Section 2: Classes of Membership

A. Any person who joins and maintains his/her dues and abides by this constitution and its bylaws shall be considered a member in good standing.

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B. Junior members are defined as anyone 17 years old and under. Any member 14 and under must be accompanied by a responsible adult at all club functions.

C. Honorary membership shall be offered any individual or organization which can and will provide benefits to the membership. This privilege may be granted only by the Executive Board and will be reviewed annually. Honorary members may not vote, hold office or serve on committees.

Section 3: Privileges

Members in good standing shall be privileged to vote, hold office, serve on committees, attend meetings and enjoy all other privileges of membership.

Section 4: Dismissal

A member may be dropped from the rolls of the chapter by a 3/4 majority vote of the entire Executive Board for reasons felt to be detrimental to the chapter. These members will have returned to them any subscription monies due them upon request. He/she will be notified by the President of the chapter in writing. A copy of the letter will be forwarded to the club Secretary.

ARTICLE II - EXECUTIVE BOARD (EBoard)

The Executive Board (EBoard) is responsible for the business matters associated with running the club on a day to day basis. These matters include such items as coordinating with IPMS/USA, arranging for a meeting space and ongoing relationships with the site provider, managing the club finances, publishing a newsletter and maintaining a public presence through contests, shows and other public events. The intent of this is to minimize the amount of time spent on business matters during general meetings. The business matters conducted by the EBoard will be communicated to the general membership via announcements at the general meetings and by publication in the chapter newsletter.

A. The EBoard shall consist of the elected officers and representatives from the general membership as listed in Article III Section 1

B. All members of the EBoard shall be members in good standing of IPMS/USA. IPMS/USA dues for each EBoard member will be paid by the club for the term of office.

C. A member of the EBoard may be removed by a two-thirds (2/3) vote of the EBoard for reasons felt to be detrimental to the function and operation of the club.

ARTICLE III – OFFICERS

Section 1: The elected officers of the chapter shall be:

A. President

B. 1st Vice President

C. 2nd Vice President

D. Secretary

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E. (7) Representatives from the general membership

Section 2: EBoard Vacancies

If any officer must relinquish his/her position for any reason during his/her term, the Executive Board will select a replacement for the balance of that term. The replacement will have the duties, responsibilities and privileges of that office.

Section 3: Membership Requirements

All officers must be paid up members of *Niagara Frontier Chapter IPMS* and in good standing.

Section 4: Terms of Office

All officers shall be elected for a term of two (2) years.

ARTICLE IV– DUTIES OF OFFICERS

Section 1: President

The President shall preside at all meetings of the EBoard, Chapter Meetings and Conventions. The President is an ex-officio member of all committees. The President may assign, appoint, or receive recommendations for the filling of various temporary committees and positions in the Chapter as necessary.

Section 2: 1st Vice President

The 1st Vice President shall preside in the absence of the President.

Section 3: 2nd Vice President

The 2nd Vice President shall preside in the absence of the 1st Vice President. The 2nd Vice President shall *oversee publication* and dissemination of the chapter newsletter.

Section 4: Secretary

The Secretary shall keep the minutes of all official meetings and assist the President when necessary.

Section 5: Representatives from the General Membership

The *Representatives from the General Membership* shall represent the general membership in the business matters associated with running the club on a day to day basis.

ARTICLE V – STANDING APPOINTED POSITIONS

Section 1: General Requirements for Standing Appointed Positions

Some of the tasks and associated responsibilities necessary for the functioning of the club require levels of skills and/or experience that may not be generally met.

To meet these requirements, several permanent positions are to be filled by appointment, based on candidate's skills and/or experience.

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The President shall recommend candidates for each position based on their qualifications and input from other club members. All standing appointed positions are subject to the approval of the EBoard.

Members in standing appointed positions shall serve at the pleasure of the EBoard and will run concurrent to the President's term.

Members in standing appointed positions shall attend EBoard meetings as needed to support their tasks and keep the EBoard apprised of anything related to their specific responsibilities. Members in appointed positions shall not have EBoard voting privileges.

Section 2: The Duties Associated With Standing Appointed Positions Are As Follows.

A. Treasurer

The Treasurer shall collect all monies and make all disbursements, keeping detailed accounts of all transactions. The Treasurer shall make a summary report to the general members at the annual meeting. The Treasurer will keep the EBoard current on the financial status of the chapter on a monthly basis. The Treasurer shall prepare and distribute an Annual Fiscal Report as described in Article VIII Section 3. The Treasurer shall be responsible to ensure that the required annual tax form(s) are completed and submitted in a timely manner.

B. BuffCon Contest Director

The BuffCon Contest Director shall be responsible for floor operations on the day of the annual show known as BuffCon including but not limited to setup, signage, admissions, security and the preceding planning and tasks required to support the show day activities. All decisions by the Contest Director are final.

C. BuffCon Chief Judge

The Chief Judge will be responsible for the oversight of the competition aspects of the annual show known as BuffCon, including the selection of competition category coordinators, oversight of the training of competition judges within the club and to advise the Executive Board on proposed competition category and rule changes. On the day of BuffCon, the Chief Judge shall verify that category makers are correctly placed, instruct judges on expectations for judging, and resolve any entry placement disagreements or judging difficulties that arise. All decisions by the Chief Judge are final.

D. Web Site Coordinator

The Web Site Coordinator will be responsible for the administration and maintenance of the club website.

E. Newsletter Editor

The Newsletter Editor will be responsible for the timely publication of the club newsletter in print or online formats. The editor shall ensure that the contents of the newsletter are relevant to club and general modeling interests and meet accepted community standards for publications.

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F: Chapter Contact

The Chapter Contact will be responsible for all contacts with IPMS/USA, correspondence with other chapters of IPMS/USA and dissemination of club related information to the general public. The chapter contact will supply the EBoard with periodic reports of these activities. The Chapter Contact shall be a member in good standing of IPMS/USA. IPMS/USA dues for the Chapter Contact will be paid by the club for the term of office.

ARTICLE VI- COMMITTEES

Committees for specific tasks as required shall be selected and terminated by the President and the EBoard.

ARTICLE VII – MEETINGS

Section 1: General Meetings

- A. There shall be no less than six (6) general meetings to be held in any calendar year.
- B. The first scheduled meeting following the annual contest called BuffCon shall be designated as the annual meeting.
- C. Special meetings may be called by the President or a minimum of three (3) members of the EBoard or a minimum of one half (1/2) of the general membership.
- D. All general meetings shall be governed by “Roberts Rules of Order” *on an as needed basis*.
- E. *From time to time, the EBoard shall present proposed actions to the general membership for approval. Actions will be taken by a majority vote of the paid members present, except as otherwise stated.*

Section 2: EBoard Meetings

- A. There shall be no less than six (6) EBoard meetings to be held in any calendar year.
- B. Special EBoard meetings may be called by the President or a minimum of three (3) members of the EBoard.
- C. All EBoard meetings shall be governed by “Roberts Rules of Order” on an as needed basis.
- D. *Two-thirds (2/3) of the EBoard shall constitute a quorum. Actions will be taken by a majority vote of the quorum, except as otherwise stated.*

ARTICLE VIII – FISCAL

Section 1: Dues

- A. Dues for all types of membership shall be set by the EBoard. At no time will this issue be subject to

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the vote of the membership. The dues shall be adequate to provide services and benefits to each member, as stated in the Constitution and Bylaws, and be sufficient to operate the chapter throughout the fiscal year.

B. Notification of dues changes shall be made to the membership as soon as possible.

Section 2: Purchases

A. The EBoard may make purchases up to an amount not to exceed *three* hundred dollars (\$300.00) for those items and services deemed necessary, which are above and beyond the club's monthly operating and contest related expenses.

B. Any purchases for amounts over *three* hundred dollars (\$300.00) must be brought to the general membership for voting prior to execution.

Section 3: Annual Fiscal Report

A. Within 90 days of the end of the fiscal year, the Treasurer shall distribute a statement of income and distributions and a balance sheet of assets and liabilities to the paid membership.

B. Any paid member may request additional information Annual Fiscal Report by submitting a written request to the EBoard. The EBoard retains the right to refuse the request.

Section 4: Fiscal Year

The fiscal year shall coincide with the calendar year.

ARTICLE IX – AMENDMENTS

A. Any member in good standing may propose an amendment to the constitution or bylaws to the EBoard in writing.

B. The proposed amendment shall be presented to the EBoard at least sixty (60) days prior to *anticipated vote by the general membership*.

C. The EBoard shall determine if an existing article or paragraph in the Constitution or bylaws would make the proposed amendment unnecessary.

D. The EBoard will then present the proposed amendment to the general membership by publication in the newsletter *or by dedicated email* with its opinion, pro or con, at least *thirty (30)* days prior to voting.

E. The constitution and bylaws may be amended by a vote of two-thirds (2/3) of the paid up membership in attendance at any regularly scheduled meeting.

ARTICLE X– ELECTIONS

A. Only members in good standing may be nominated for elected positions.

B. Nominations shall be made at the general meeting immediately before the general meeting at which

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elections are held. Nominations shall be published in the club newsletter issue distributed to members immediately before the general meeting at which elections are held.

C. Elections will be held at the May general meeting of even numbered years. In those years when the club hosts an IPMS regional or national convention, the elections shall be rescheduled to maintain the current club leadership until the convention and related convention business is completed.

D. Elections shall be decided by a majority of the votes cast by the members in attendance at the election meeting. Proxy voting is not allowed.

E. The newly elected officials will take office at the meeting following the election.

As amended MM/DD/YYYY