

BYLAWS

11 August 1997

Amendments		
DATE	Amendment	Description
8 April 2002	Article VII Paragraph 5	Members' dues are due on the anniversary month of their membership each year. Changed to, Members' dues are due annually (January).
21 March 2005	Article VII Paragraph 5	Members' dues are due annually (January). Changed to, Member's dues are due annually (January). Dues paid January-June will be regular yearly dues. July-December memberships will be 1/2 the yearly membership dues. No dues will be accepted in November or December for the current year. Any new members will be allowed to attend two meetings free and will pay their membership dues in January for the full year.

Albuquerque Metal Detector Association

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Article I

Name

The name of this organization is “Albuquerque Metal Detector Association.” The organization shall be referred to as the “AMDA’ or the “club” throughout this document.

Article II

Objectives

The objectives of the AMDA are to:

- A. Maintain and support the club to further the interests of its members in historic artifacts.
- B. Compile, record and preserve historic data.
- C. Recover lost or hidden relics and artifacts.
- D. Provide recreational activity and companionship for its members.
- E. Provide a service to the community in finding items of value and importance.

Article III

Membership

Members will abide at all times by these BYLAWS. See Article VII for membership qualifications.

- A. All members are encouraged to serve on committees.
- B. All members must conduct themselves in a responsible and respectable manner.
- C. Any member in violation of these BYLAWS shall be subject to disciplinary action as determined by the Executive Committee.
- D. To be in good standing, a member’s dues must be paid for the current year.
- E. After one year membership, any individual with a paid membership shall be eligible to run for any elective Executive Committee position.

Article IV

Executive Committee

1. The Executive Committee shall consist of the elected officers of the club and five (5) elected non-office holding members, in good standing, and shall be approved by the membership.
 - A. The term of office for the elected officers of the AMDA shall be for one calendar year, from January 1 to December 31.
 - B. The terms of office for the five (5) non-office holding members shall be one (1) member for one year, two (2) members for two years, and two (2) members for three years.
 - C. Should a position become vacant during the year, the membership shall be notified in writing that there will be a special election at the next general membership meeting to elect and fill the vacant position.

2. The elected officers of AMDA shall be:
President
Vice President
Secretary
Treasurer

3. Duties of the elected officers are as follows:

President
 1. The President shall chair all general club meetings.
 2. The President shall chair all meetings of the Executive Committee.
 3. The President shall conduct all meetings in accordance with a basic outline found in "Robert's Rules of Order."
 4. The President shall have the power to call special club and/or Executive Committee meetings at any time with reasonable notice to the members involved.
 5. The President shall have the power to form committees.
Vice President
 1. The Vice President shall assist the President.
 2. The Vice President shall, in the absence of the President or in his/her inability to serve, preside at all meetings and perform all duties otherwise performed by the President.
 3. The Vice President shall assist committees in the carrying out of their functions.
 4. The Vice President shall coordinate the monthly program/speaker for the club meetings.

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Secretary

1. The Secretary shall record the minutes of all club and Executive Committee meetings.
2. The Secretary shall review AMDA correspondence.
3. The Secretary shall maintain a file of AMDA correspondence.
4. The Secretary shall keep current records of the AMDA in proper form at all times including the names, addresses, phone numbers, and the dues date of all club members.

Treasurer

1. The Treasurer shall receive all membership dues and issue membership cards.
 2. The Treasurer shall receive all monies and maintain records of all accounts.
 3. The Treasurer shall maintain all AMDA accounts.
 4. The Treasurer /or President /or Vice President shall write and sign all checks.
 5. The Treasurer may purchase necessary office supplies for operation of the club.
4. **Executive Committee Meeting.** Any Executive Committee member who misses three (3) Executive Committee meetings in succession may be removed from that position at the discretion of the Committee. Executive Committee meetings will be held as deemed necessary by the President or any Executive Committee member.

Article V

Nomination of Executive Committee

1. Nominations of officers are to be made by a committee of up to three members in good standing, appointed by the President, at the regular October meeting of each year. This committee shall make a list of members for each office, not to exceed three members per office. This committee shall also make a list of up to seven members for the non-office members of the Executive Committee. The lists will be presented to the AMDA membership at the regular November meeting. The election of the Executive Committee shall be at the regular December meeting. Nominations will also be accepted from the floor at the November and December meetings.
2. Any Executive Committee member who is nominated for an elected office position must resign his/her non-office Executive Committee position before he/she can hold the office position.

Article VI

Meetings

1. The AMDA regular meeting shall be held at 7:00 PM. on the second Monday of each month. Any changes in the date or time of the meeting will be published in advance in the AMDA newsletter.
2. Special club meetings may be called by the President for reasons that are deemed important enough to warrant the assemblage of the club membership. Notice will be given to the membership as deemed reasonable for the occasion.
3. Format for regular monthly meetings shall be as follows:
 - A. President calls meeting to order.
 - B. Previous meeting minutes will be voted upon by members. The minutes shall be typically presented to the membership in the monthly newsletter which shall be distributed before the membership meeting. In case the minutes are not in the newsletter or if the newsletter is late, the secretary shall read the minutes at the meeting.
 - C. Treasurer's report, with subsequent corrections or additions to the report, will be voted upon by the membership. Treasurer's report should be in the newsletter as are the minutes.
 - D. Old business.
 - E. New business.
 - F. Speaker or Program.
 - G. Discussions, displays and "Finds of the Month."
 - H. Adjournment.
4. The presence of one third of the membership including two officers is required to have a quorum for the purpose of conducting business at a general AMDA meeting.

Article VII

Membership, Qualifications and Dues

1. The following memberships shall be available.
 - A. Single Adult Membership – age of eighteen or older, one vote per membership.
 - B. Family Membership – husband & wife and/or single parent with any children under the age of eighteen, residing in the same house in a

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domestic situation, one vote per adult per membership (maximum of two votes).

2. Members must date and sign club membership applications in addition to complying with the BYLAWS and rules. Current dues will be stated on the membership application form.
3. No proxy votes will be allowed.
4. Members' dues will be determined by the Executive Committee and presented to the general membership for approval.
5. **Member's dues are due annually (January). Dues paid January-June will be regular yearly dues. July-December memberships will be ½ the yearly membership dues. No dues will be accepted in November or December for the current year. Any new members will be allowed to attend two meetings free and will pay their membership dues in January for the full year. If members do not renew their membership, they shall be excluded from further AMDA activities until their dues are paid.**
6. No dues will be refunded unless authorized by the Executive Committee.

Article VIII

Field Trips

1. The AMDA will have at least one field trip each month, except for December, for the purpose of metal detecting. AMDA officers and members of committees that identify hunt sites shall be on their oath not to reveal site locations to any member, nor shall they search such sites ahead of the general membership once the site has been deemed an official AMDA hunt site.
2. Prior to the outings to hunt sites, the membership shall be informed of the following at the general meeting before the trip:
 - A. Date, time and convenient meeting place near the site.
 - B. Approximate driving time and distance to the meeting place.
 - C. Terrain and environment to be encountered en route and at the site; e.g. gravel road, 4-wheel drive road, hiking distance, terrain, etc.
 - D. Finds expected; e.g...., treasure cache, coins, jewelry, etc.
3. Finds discovered shall remain the property of the person making the finds unless the hunt is for the benefit of the site owner, museums, archaeologists, law enforcement officials, or other worthy cause.

4. Each AMDA member, family member, guest, or visitor will be responsible for their own transportation to and from the site, lodging, safety, behavior, and compliance with AMDA rules and local/federal laws.
5. Most AMDA field trips will be open to members and two guests per membership. In some cases, however, trips will be open to AMDA members only; ie., guests cannot participate. Exceptions, if any, must be approved ahead of time by the President.
6. Metal detector users will use headsets during AMDA hunts.
7. The AMDA endorses the Treasure Hunter's Code of Ethics, which is published on the cover of the AMDA newsletter.

Article IX

Special Positions

1. Newsletter Editor
 - A. The President shall appoint a newsletter editor who will publish a monthly AMDA newsletter to be distributed to AMDA members.
 - B. The newsletter will include notification of office election meetings, BYLAW change meetings, and other special meetings that the President deems important to the membership.
 - C. The newsletter editor will be responsible for writing, editing, and mailing the newsletter each month to arrive before the monthly general meeting.
 - D. Articles and advertisements from AMDA members shall be included in the newsletter as deemed appropriate by the newsletter editor. Advertisements from non-members will be included only if the non-member pays, in advance to the AMDA treasurer, a fee as stated in the AMDA newsletter masthead.
 - E. Any former member may subscribe to the AMDA newsletter by completing a newsletter application form and providing the form with subscription fee (as designated on the form) to the AMDA treasurer.
2. Finds of the Month Judge
 - A. The President shall appoint a member to serve as finds judge to administer the Finds of the Month and AMDA Member of the Year competition.
 - B. The Finds of the Month Judge shall be in charge of AMDA hunts during field trips. He/she will provide hunt instructions, to include start and stop times, and any other special requirements.
 - C. The Finds of the Month Judge shall record member's finds at AMDA hunts.

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- D. The Finds of the Month Judge shall maintain a table showing status of each member's points in the competition for the Finds of the Year and Member of the Year Awards, and a copy of this table will be provided to the newsletter editor for inclusion in newsletters.
 - E. The Finds of the Month and Member of the Year rules and point systems are published under separate cover, and will be updated as deemed necessary by the Judge, with the approval of the President and a subsequent membership majority.
3. Prize Official
- A. The President shall appoint a Prize Official who will handle prizes for Club functions.
4. Librarian
- A. The President will appoint a Librarian to control and maintain AMDA library materials.
 - B. Any donations of materials to the AMDA library shall become the property of the entire club. Should the club disband, library materials shall be donated to an appropriate non-profit organization in the club's name, unless other disposition is determined appropriate by the Executive Committee.
 - C. Any member may loan material to the library, but their name must be in or on the material and they must obtain a receipt from the librarian. Loan material will be returned upon request or sooner.
 - D. AMDA shall not be held liable for the loss of materials on loan to the library from members. Any member loaning material assumes full responsibility.
 - E. Any member who borrows material from the Library assumes full responsibility for the material.
5. Photographer
- A. The President shall appoint an AMDA photographer to take photos of AMDA activities.
 - B. The photographer will take photos of activities and provide copies to the newsletter editor for his/her consideration for publication.
 - C. The photographer will maintain an album of photos and provide the current album for review at each general meeting.
 - D. The photographer will be reimbursed for film, developing, and albums.

Article X

Miscellaneous

- 1. Amendments to BYLAWS
 - A. BYLAWS may be changed only by a quorum vote of the membership.

- B. Proposed amendments to the AMDA BYLAWS shall be introduced in writing, at any regular AMDA meeting by any member in attendance. Copies of the proposed amendment(s) must be distributed to the attending members and placed in the next AMDA newsletter. The cost of copying and distributing the proposed amendment will be the responsibility of the person making the amendment proposal.
 - C. The amendment will be voted upon at the subsequent AMDA general meeting.
2. Members' responsibility for their Own Safety
- A. All members are responsible for the well being, safety, and actions of their own persons, family members, guests, pets, and property.
 - B. It is a foregone conclusion that all dangers cannot be foreseen and therefore each member shall assume the responsibility for known and unknown dangers to himself/herself, his/her family, guests, pets, and property.
 - C. Members with children and pets shall be fully responsible for their safety and well being.
 - D. Anyone under the age of 18 must be accompanied by an adult member at any AMDA activity.
 - E. Members who bring pets to club events are completely responsible for their pets' actions.
3. Visitors. A visitor may attend up to three AMDA meetings prior to becoming a member.