

## Kansas City Area Grotto Constitution

Article I: Name and Purpose. The name of this organization shall be the Kansas City Area Grotto of the National Speleological Society. The Purpose shall be to encourage cave conservation and the responsible scientific and recreational use of caves by cavers of the Kansas City area.

Article II: Membership. The membership of this grotto shall be comprised of; Regular, Honorary, Family, Junior Family and Subscription members. The following table lists the Requirements and Privileges for each type of member.

Type of Member	Requirement	Dues (% of Regular)	Privileges
Regular	Age: 17 minimum 3 grotto trips Recommended by a Regular or Family Member Motion for membership approved by the majority of voting members at regular meeting.	100	1. Voting 2. Can be Officer 3. Receive Newsletter 4. Membership card 5. Name on Grotto Roster 6. Use of Grotto equipment.
Honorary	Unanimous decision of elected officers Total Honorary members may not exceed 10 % of total dues paying members. List of Honoraries to be reviewed and adjusted each February by new officers	0	3, 4, 5
Family	Same as Regular plus have a Regular member in immediate family	50	1, 2, 4, 5, 6
Junior Family	Same as Family except no age limit	50	4, 5, 6 Automatic conversion to Family or Regular at age 17 when requested by the junior member. Make motions
Subscription	none	60	3, 5

Article III: Grotto Officials.

A. Elected Officers:

1. President: Will preside at all the regular meetings of the grotto. The president will also be the spokesperson for the grotto in matters of policy and public relations.
2. Vice-President: Will assume the duties of the president in his or her absence, and appoint the nominating committee.

3. Secretary/Treasurer: Will keep all official records, archive, grotto library, minutes of each meeting, and keep a current membership list of all grotto members. Will handle all grotto expenditures and financial affairs.

B. Presidential Appointments:

1. Newsletter Editor: Edit and publish an almost monthly newsletter.

2. Equipment Chairperson: Will be responsible for the care and issuance of all grotto property and will report on inventory at the November meeting.
3. Program Chairperson: Arrange programs for regular meeting
4. M.S.S. Representative: Will represent the grotto at all M.S.S. meetings in Rolla.

Article IV: Qualifications of Elected Officers. Each candidate for office must be a regular member of K.C.A.G. and a member of the National Speleological Society.

Article V. Elections. The election of officers shall be conducted in the following manner:

- A. At the November meeting, the Vice-President will appoint a nominating committee of at least three (3) grotto members.
- B. The nominating committee will submit its report at the December meeting, at which time additional nominations shall be accepted from the floor.
- C. All nominees must give the grotto verbal or written consent before the end of the December meeting for their names to be placed on the ballot.
- D. Elections will be held at the January meeting.
- E. Absentee ballots will be provided by the Vice-President following a members written request. Absentee ballots must be returned to the Vice-President before the January meeting.
- F. Officers will be elected by a majority of those voting.
- G. Unfilled or vacated offices may be filled by presidential appointment, unless overruled by a majority vote of the members.

Article VI: Business Meetings and Quorum

- A. The regular monthly meeting will be held the second Wednesday of each month. The time and place will be set at the preceding meeting.
- B. Business will be conducted by a majority vote of those voting at a regular meeting, unless one-third (1/3) of the members present demand a majority vote of a quorum.
- C. A quorum will be two-thirds (2/3) of the regular membership.

Article VII. Critical Motion

- A. Critical motion is a motion dealing with a change to the constitution, the recall of an officer or the expulsion of a member.

- B. Critical motions shall be made and seconded at a regular meeting. A written notice of the motion shall be mailed to all members of record before the next regular meeting. To amend this constitution the proposed change shall be included in the mailing. A vote will be taken at the second regular meeting following the critical motion.
- C. Passage of a critical motion requires the approval of two-thirds (2/3) of the members present.

Article VIII: Dues.

- A. Dues are due at the January meeting or when membership status changes.
- B. Dues for new members will be prorated based on the quarter that membership is approved. All dues will be rounded up to the nearest dollar.
- C. The Regular member dues for the coming year will be set by vote at the November meeting. Dues for other member types are per the above table.
- D. Member in the prior year must pay full annual dues regardless of month paid.
- E. Members failing of pay dues by the March meeting will be dropped from grotto membership.
- F. No dues, or any part thereof, may be refunded.