

KENNEDY SPACE CENTER

AMATEUR ASTRONOMERS CLUB

Bylaws

September, 1991

Article I – Name - The name of this organization shall be the Kenned Space Center Amateur Astronomers

Article II – Objective - The objective of this organization shall be to promote the science of Astronomy and other astrophysical sciences

Article III – Membership

Section 1 – Membership in this organization shall be classified as follows:

a. Regular Members

NASA/KSC Civil Service or Contractor employees or dependents thereof, not to include dependent children over the age of 18; active and/or retired federal employees or retired Contractors or their dependents who have retired from the Kennedy Space Center.

b. Community at Large Members

Ten percent (10%) of this organization may be from the community at large. These members may rejoin the club in December. No further community at large members may be accepted until the regular membership exceeds ninety percent (90%) of the total membership.

c. Continuing Membership

A regular member whose job status changes during the year may rejoin this organization as a community at large member.

d. Honorary Members

Honorary Members are those whose service to the club has been of such a nature that the club wishes to confer this distinction. Honorary membership excludes payment of club dues.

Section 2 – Reinstatement

Community at large members who are dropped from the roster shall have lost such status and if application is made to rejoin the club will be considered as a new applicant.

Section 3 – Dues

- a. Dues of this organization shall be set by the Executive Board with majority approval of the members present and voting at any regular meeting after notification to all members.
- b. Dues shall be payable at the regular December meeting of each year for the ensuing year. Members have the month of December to renew their membership, after which the non-renewing member will be dropped from the roster.

Section 4 – Responsibilities

The club is operated on the basis of each member participating in their individual share of the work on a scheduled basis.

Article IV – Officers

Section 1 – Elected Officers

- a. The elected officers of this club shall be the President, Vice-President, Secretary/Treasurer, and if applicable, a property custodian.
- b. Candidates for elective office shall be selected from NASA/KSC Civil Service, Contractor Employees, or associated tenants.

Section 2 – Term of Office

Officers are installed at the December general meeting and shall serve for a term of one year or until the successors are selected and have assumed office. The term of office shall begin at the next meeting following installation.

Section 3 - Duties

- a. The duties of the president shall be:
 1. Preside at all meetings of the club.
 2. Chairman of the Executive Board.
 3. Call Board meetings as necessary
 4. Call extra business meetings as appropriate
 5. Appoint committee Chairmen
 6. Be responsible for securing from The Exchange an up-to-date set of rules and regulations under which the club is to operate.
- b. The duties of the Vice-President shall be:
 1. Perform the duties of the President in his/her absence.
 2. Serve as ex-officio member of all committees
 3. Perform such other duties as required by the President or Executive Board.

- c. The duties of the Secretary/Treasurer shall be:
 - 1. Take minutes at regular monthly meetings and at Executive Board meetings.
 - 2. Attend to special correspondence as directed by the President
 - 3. Collect and maintain dues, handle any expenditures, and maintain records of club assets as applicable

Article V – Meetings

Section 1 – Star Parties

- a. Observing opportunities shall be attempted on the Friday night nearest third quarter moon and if weather is poor then the following Friday night of each month.
- b. Viewing will be at the darkest sky site available.
- c. Viewing will be open to members, their families, and friends, all interested KSC employees their families and friends.
- d. Posting of the upcoming viewing event will occur in the KSC bulletin during the week leading up to the event.

Section 2 -General Meeting

- a. Meetings will be held on site at KSC at a frequency determined by the level of club interest.
- b. These meetings will include discussion of club business, and general astronomical topics of interest.

Section 3 – Annual Meeting

The annual meeting of this club shall be held in December of each year and shall be for the purpose of receiving annual reports of officers and standing committees, installation of new officers, and for any other business that may arise.

Section 4 – Quorum

- a. Twenty percent (20%) of the membership shall constitute a quorum for any regular or special membership meeting.
- b. If a quorum is not obtained, votes will be held by alternate forms of communication.

Article VI – Executive Board

Section 1 – Composition

The Executive Board shall consist of the elected officers, chairmen of standing committees and the immediate past president.

Section 2 – Authority

- a. The Executive Board shall be responsible for planning and promotion of all activities. All such plans must be presented to the general membership for approval at a regular scheduled meeting.
- b. The Executive Board shall have authority to transact any necessary business between club meetings, to make recommendations as to policies of the club, to advise the president and to fill elective vacancies other than the office of the president.

Section 3 – Meetings

Executive Board meetings may be held at the call of the President or a majority of the Executive Board and notice of such Board meetings shall be given at least twenty four hours before the meeting.

Section 4 – Quorum

A majority of the Executive Board shall constitute a quorum for any meeting of the Executive Board

Article VII – Committees

Section 1 – Standing Committees

- a. As shall be deemed necessary and shall be designated by the Executive Board.
- b. The chairmen of all committees shall be appointed by the President and each committee chairman shall decide on the number and make-up of the committee for which he/she is responsible.

Section 2 – Special Committees

- a. Special Committees may be appointed by the President or Executive Board as deemed advisable.
- b. Duties shall be those prescribed by the President or Executive Board.
- c. A chairman of a special committee shall not be a member of the Executive Board by virtue of the appointment.

Article VIII – General Provisions

Section 1 – Fiscal Year

The fiscal year of the Kennedy Space Center Amateur Astronomers shall be from January 1 through December 31.

Section 2 – Facilities

- a. The facilities of this organization are available to all members for their own enjoyment and to further their knowledge of astronomy and other stellar physical sciences.

- b. The facilities allocated by The Exchange to the club will remain under the control of The Exchange and no changes or modifications will be made without the approval of the Exchange Executive Board.
- c. The Exchange Facilities Chairman and/or Park Manager will have access to all KSC Amateur Astronomers' facilities at any time.

Section 3 – Property & Equipment

The property and equipment purchased by or donated to this organization shall not be considered the property of any individual or group of members but shall be known as club property.

Section 4 – Compensation

No member or dependent of a member shall by virtue of services rendered, be compensated as a result of these activities. Any use of the facilities or equipment owned by this organization for financial gain is prohibited as per KMI 1150.57F.

Section 5 – Independent Entity

Kennedy Space Center Amateur Astronomers is an independent entity and is not an organizational sub-element of The Exchange or the Exchange Council.

Section 6 – Contracts

A contract in writing shall be executed between this organization and any individual or company performing services for this organization. Such contract shall be presented to The Exchange for final approval.

Section 9 – KMI 1150-7F

In the event of a basic contradiction between these bylaws and Attachment D to KMI 1150-7F, the KMI shall be the governing authority.

Section 10 – Recognition

Recognition of the KSC Amateur Astronomers may be withdrawn by motion of The Exchange Executive Board and NASA Exchange at any time for failure to comply with all rules and regulations contained in the bylaws or KMI.

Section 11 – Dissolution

In the event of KSC Amateur Astronomers disbanding, all Exchange owned property will be returned in substantially the same condition as it was at the time of acquisition, fair wear and tear excepted.

Article IX – Parliamentary Authority

The rules contained in Robert’s Rules of Order shall govern the meetings and any Instance not covered by these laws or those of the KMI.

Article X – Amendments

Section 1 –Bylaws

These bylaws may be amended at any regular membership or special Membership meeting of this organization by a two thirds (2/3) vote provided that notice has been given at the preceding regular meeting or that written notice has been sent to each member at least seven (7) days prior to the meeting at which it is to be voted.

Section 2 – Any member in good standing may propose an amendment.

Section 3 – All proposed amendments to these bylaws shall be submitted to The Exchange before final adoption.