

**The
By-Laws
of the**

Central California Koi Society



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ARTICLE 1 – NAME

The name of the society shall be, “Central California Koi Society” (here after referred as CCKS).

ARTICLE II - PURPOSE

The purpose of organization is to create, promote and enlarge the hobby of keeping, breeding, appreciating, and exhibiting Koi, to disseminate information about hobby to the membership and public, to engage in educational social activities related to the hobby and to acquire and own such property as may be necessary for any or all forgoing purposes.

ARTICLE III – MEMBERSHIP

Section A – Any hobbyist or hobbyists living at the same address that has an interest in Koi culture shall be eligible for membership. Professional koi dealers are not eligible for an individual or business-related membership. Upon application and payment of dues as outlined in Section D the applicant(s) automatically acknowledge(s) that these by-laws are understood and will be adhered to and will become a member of the Society in good standing. Any member may voluntarily withdraw or may be expelled by majority vote of the Board of Directors for violations of the by-laws, or for conduct deemed detrimental to the Society in accordance with procedures outlined in Robert’s Rules of order (current edition).

Section B – Membership shall not be transferable, and both membership and rights in the property of the Society shall cease and terminate upon death, withdrawal, expulsion, or other termination of membership in the Society. Upon termination of membership, any property of the Society must be immediately returned to the Board of Trustees within 30 days. See section F for procedures for membership reinstatement.

Section C – Each member listed on membership roster, and in good standing, is entitled to one vote. All members voting shall be done in person, no proxies shall be allowed.

Section D – Membership dues are set by the Board of Directors. Dues are currently \$50.00 per household family. In January of each year, the Board of Directors may evaluate the membership dues for the upcoming year based on economic and budgetary factors. Increases to membership due shall not exceed 25% each year. Membership dues are due and payable to the Treasurer by March 31st each year. The name(s) of any unpaid membership dues will be dropped from the membership roster. Upon request, a new member joining after March shall have their dues pro-rated at the rate of \$4.00 per month for remaining months. All current members are to pay dues which provide for one year membership. Any new member joining at CCKS annual koi show shall pay the \$50.00 membership fee, which includes, the remaining current year months as well as the upcoming 12 months for following year.

Section E – Honorary members shall be individuals who have been recommended by the Board of Directors to receive the status of Honorary member as recognition of their service and commitment to the club, but will be ineligible to vote or hold office except as they are paying members in good standing. There will be no dues with this membership.

Section F – A former member whose membership status was terminated due to expulsion or other reason, may make a formal request for reinstatement in writing or by email to the President after a minimum of a one-year hiatus. The Board of Directors will consider the request for reinstatement may reinstate the terminated member with a simple majority vote. The President must inform the former member of the Board of Directors vote within a reasonable time period from the formal request date, unless extenuating circumstances exist.

ARTICLE IV – OFFICERS AND BOARD OF DIRECTORS

Section A – The Officers of the CCKS shall be the President, Vice President, Secretary and Treasurer, all elected by the members of the Society for two-year terms.

Section B – The Board of Directors shall consist of up of four officers and at least three additional board members with two-year terms, elected by a majority vote of the general membership present at the time of the election. **All officers will be elected on even-number years, to begin serving in January of the upcoming odd year.** A vacancy, except in the office of President, shall be filled by appointment by the Board of Directors for the duration of the expired term. All officers and board members shall serve from January 1, through December 31. No person shall serve in any Officer position for more than 3 consecutive terms.

Section C – The Board may meet at any time except during the general meeting and shall meet at least once each quarter. The meetings of the board shall be open to the general membership except when in executive session. The general membership may not vote on matters brought before the board. The general membership present during the meeting must place him/her on the agenda to be eligible to speak during a board meeting and may not introduce any new business except at the discretion of the President.

Section D – In September the President shall appoint a nominating committee consisting of three (3) persons including the committee chair to present a slate of candidates for the **next term**. At the October meeting, the slate of nominated candidates shall be presented to the membership followed by any additional nominations for the offices from the floor. At the November meeting, votes shall be cast for each office. Voting may be verbal, by hand or by secret ballot, but if two or more candidates are nominated, then the vote shall be by secret ballot. The President appoints tellers to assist the Secretary to distribute, collect, and count the ballots and to report the vote. The candidate with the highest number of votes will be declared elected by the President. In the event of a tie, the President will call for another vote for a run-off. All officers shall be installed at the next General meeting.

Section E – Each member may cast only one vote for each office.

ARTICLE V – MEETINGS

Section A – CCKS General Meetings shall normally be held on a Saturday at 11:00 am – 12:30 pm. Meeting dates and times might fluctuate based on availability of the host and/or the time of year. Members shall be advised of the time and location of the meeting by newsletter, email, and/or website at least seven days prior to each meeting.

Section B – Special meetings may be called by the President at any time and shall be called at the written or email request of at least ten members in good standing. The President shall set the date, time, place, and agenda of special meetings and give written or email notice to members at least ten days prior to such meeting. The business conducted at a special meeting shall be limited to the matters set forth in the agenda sent to members with the notice.

Section C – The newsletter shall be emailed to the membership on a regular basis, a newsletter which shall contain meeting notices and any other club news or information on koi keeping.

Section D – For purpose of conducting business at a general meeting a quorum consists of the members present.

Section E – For purpose of conducting business at a Board meeting a quorum consists of a simple majority of Board members.

ARTICLE VI – DUTIES OF OFFICERS

Section A – The President

1. Shall preside at all meetings of the CCKS at which the President is present.
2. Shall have general charge of affairs of the CCKS.
3. Shall see that the purpose of the club is maintained and its By-laws adhered to.
4. Shall appoint all committees, with or without assistance from other officers.
5. Shall install newly elected officers.
6. Shall call CCKS special meetings, board meetings, or other meetings which may be requested as outlined in the By-laws.
7. Shall sign and execute all contracts or other obligations authorized by the board.

Section B – The Vice President

1. To assist the President in the discharge of duties.
2. To assume all President's duties when the President is absent, disabled or refuses to act in accordance with these by-laws.
3. To act as program coordinator.

Section C – The Secretary

1. To take charge in the absence of both the President and Vice President.
2. To keep all minutes of all general and board meetings.
3. To provide information to all general and board meetings.
4. To keep and maintain all documents of the CCKS.
5. To keep and maintain a complete list of all members.
6. To see that each new member receives a copy of the by-laws.

Section D – The Treasurer

1. To maintain a checking account in the name of CCKS as directed by the board. Checks shall require the signature of one officer: President, Vice President, Secretary, or Treasurer.
2. To collect all monies due and keep a record of all monies received and disbursed by CCKS.
3. To present at each board meeting a report of income and expenses since the prior meeting.

4. To prepare and submit a written, itemized report of receipts and expenditures for the past fiscal year at the annual meeting and at any other time when directed by the President.
5. To assist the incoming Treasurer in preparing a budget for the following year.
6. To arrange for an annual audit of the accounts if directed by the President.
7. Prepare and submit all reports required by any governmental agency.

ARTICLE VII – COMMITTEES

Section A - The following committees shall be designated as standing committees:

- Koi Show Committee
- Events and Fundraising Committee
- Membership Committee
- Koi and Pond Care Committee
- Nominating Committee

Section B – The chair of each standing committee shall be appointed by the President to serve throughout the tenure of office. The chair shall be responsible for appointing members to serve on that committee.

Section C – The President in consultation with the Board of Directors shall determine the duties of each committee. The chair of each committee shall keep the board and the members informed of its activities.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

The rules contained in Robert’s Rules of Order Newly Revised (current edition) shall govern the CCKS in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order the club may adopt.

ARTICLE IX – AMENDMENT OF BY-LAWS

These by-laws may be amended by the board and presented for a majority vote of the members present at the monthly general meeting. These By laws will be reviewed by the board annually and as needed.

ARTICLE X – INSIGNIA OR LOGO

The CCKS logo shall be a graphic design and contain the words “Central California Koi Society.” The logo may be updated from time-to-time as determined by the Board of Directors. Any alteration of such logo must be brought before and approved by the Board of Directors followed by a majority vote of the general membership. The current CCKS logo can be found on the front page of the CCKS By-laws.

REVISED DATE: March 19, 2026