

CONSTITUTION AND BY-LAWS OF THE EUROPA STUDY UNIT OF THE AMERICAN TOPICAL ASSOCIATION.

Dated 19 September 1959, as amended 25 April 1962. r1 February 1988, r2 **October 2012**

CONSTITUTION

Article I. The name of the organization shall be the EUROPA STUDY UNIT (ESU) of the American Topical Association.

Article II. The purposes of the Unit shall be to further the study and collection of stamps and philatelic material which have connection, either direct or indirect, and to foster interest in EUROPA philately by the gathering and dissemination of this knowledge to the members of the ESU and other philatelic enthusiasts.

Article III. Anyone who is interested in EUROPA philately shall be eligible for membership in the ESU. Special categories of membership may be approved by the Board of Directors of the ESU.

Article IV. The officers shall consist of a President, Vice-President, Second Vice-President, Secretary, Treasurer, and Executive Secretary, and the term of office for each officer shall be two years.

Article V. Two directors acting with the six officers shall constitute the Board of Directors, and the term of office for each director shall be four years. The elections and terms for the directors shall be so arranged that only one directorship shall expire every two years, and election of one director shall occur every two years.

Article VI. An official publication, entitled "EUROPA NEWS", shall be issued at the expense of the ESU and circulated to all ESU members. The editor shall be any person so designated by the Board of Directors. The publication of any official notice in the publication shall constitute official notification to all members of the ESU.

Article VII. Upon approval by a majority vote of the Board of Directors, the ESU may affiliate with national or international philatelic organizations.

BY-LAWS

Article A. 1. The President shall have general charge of the affairs (including any "official" correspondence) of the ESU. He shall preside at all meetings, and shall appoint all standing committee chairmen and all special committees, and he shall be Chairman of the Board of Directors and ex-officio member of all committees.

2. The Vice-President shall serve as aide to the president and shall perform the duties of the President in his absence or inability to serve, and he shall perform such additional duties as delegated to him by the president.

3. The Executive Secretary shall be the custodian of all books, records and other property of the Unit, except the records of the Secretary and the Treasurer. He shall maintain a record of Unit activities, and shall handle all applications for membership, dues and fees and shall maintain at least one copy of all official publications. He shall have charge of the election procedure as prescribed and shall perform such other duties as may be delegated to him by the President.

4. The Secretary shall carry on the official correspondence of the Unit.

5. The Treasurer shall receive all monies. He shall pay out monies authorized by proper voucher and maintain a permanent record of all auditable finances of the Unit.

6. The Treasurer and Executive Secretary shall submit an annual report to the members covering the calendar year, and such annual reports shall be published in the next issue of the official publication.

Article B. The two Directors shall act in consort with the other officers in the operation of the Unit.

Article C. 1. The membership year shall be the calendar year.

2. Membership dues shall be established by the Board of Directors and shall be payable to the Executive Secretary on or before 1 January of each year. The Board of Directors may establish classes of membership for the payment of dues, such as youth, overseas, life, and other appropriate classes.

Article D. Meetings and conventions of the Unit shall be on call of the President, or any delegated officer, giving at least 30 days in notice in writing (including email). Five members, including one officer, shall constitute a quorum at all meetings of the Unit. All officers shall serve without remuneration.

Article E. There shall be such standing committees and/or assignments as created by the elected officers, and/or as deemed necessary by the President.

Article F. The title to all property of the Unit will remain vested in the name of the Unit, and each officer will turn over to his successor all that property in his possession. Upon dissolution of the Unit, any remaining properties (including monies) shall be given without restriction to the American Topical Association.

Article G. These by-laws may be amended by mail (including email) ballot only. Each member shall be sent any proposed amendment with a ballot by the Executive Secretary not less than 30 days prior to the closing date for the acceptance of ballots. These by-laws shall be considered amended provided that one-fourth of the total membership casts ballots and that two-thirds of such ballots are in favor of any amendment so proposed.

END OF DOCUMENT