

BYLAWS OF THE C.G. JUNG CLUB OF ORANGE COUNTY

Approved by Members June 23, 2024

Preamble

The C.G. Jung Club of Orange County is organized exclusively for educational purposes under 501(c)(3) of the Internal Revenue Code. Specifically, the association promotes an interest in and understanding of Jungian Psychology through the presentation of events such as lectures, workshops and conferences open to members and the general public.

Bylaw 1. Principal Office

The principal office of the association for the transaction of its business shall be located in Orange County, California.

Bylaw 2. The Governing Board

A. Composition The association shall be governed by a governing board, all members of which shall be members of the association. The governing board shall include the following officers: President, Vice President, Treasurer, Secretary and Past President. The governing board may also include other duly elected members responsible for other functions, such as programs, library, continuing education credits, publicity, web management, and videoconferencing. The governing board may also include one or more members-at-large. Other members of the association may also be asked to assist officers in administering the functions of the governing board.

B. Selection of Governing Board and Vacancies The position of Past President shall be held automatically by the person who was the immediate past President unless that person declines, in which case the position shall remain vacant. All other governing board members shall be elected by ballot of the members. A plurality of votes cast shall be required to elect. If a vacancy occurs in the office of President, it shall be filled by the Vice President. Any other vacancy shall be filled, until the next annual election, by vote of the remaining board members.

C. Nominations and Election of Officers By the last meeting of the calendar year, the governing board shall appoint a nominating committee of at least three persons with representation from the governing board and from the membership at large. The nominating committee shall have the responsibility of presenting at least one recommendation for each elective office to the governing board by March 30th. Any member may additionally submit written nominations to the governing board during the same period. The nominating committee shall verify the eligibility of all nominees. The ballot presenting all candidates for election shall be mailed to all members no less than three weeks prior to the annual meeting.

D. Term of Service The term of office of all board members shall be for one year and shall commence the first day of the fiscal year (July 1st) following the election. Due to the need to schedule programs many months in advance, the outgoing Program Officer shall select the programs and secure speakers for the upcoming period of July through October. The incoming Program Officer shall provide all other program functions.

In order to ensure continuity of functions, it is expected that governing board members who are relinquishing responsibility for any functions will provide mentoring to the governing board members assuming responsibility for those functions.

E. Formal Documents Contracts and formal documents shall be signed by two officers of the governing board.

Bylaw 3. Meetings of the Governing Board

- A. Regular Meetings The governing board shall meet regularly at least bi-monthly throughout the year and the meetings shall be open to all members of the association.
- B. Special Meetings The President, or any four members of the governing board, may call a special meeting of the governing board upon forty-eight hours notice to all members of the governing board.
- C. Quorum A majority of the members of the governing board shall constitute a quorum for the purpose of voting.

Bylaw 4. Officers

- A. Officers All board members shall be persons who evidence a commitment to and interest in Jungian psychology.
- B. President The President shall provide leadership for and facilitate communication among the members of the governing board. The President shall preside at all meetings of the governing board and of the association.
- C. Treasurer The Treasurer shall keep records of all dues, oversee payments of bills of the association and maintain all other financial records as required, and shall prepare financial reports requested by the governing board.
- D. Secretary The Secretary shall keep a record of the proceedings of the meetings of the governing board and carry on correspondence pertaining to the association.
- E. Past President The Past President provides guidance and continuity to the association by active participation in the governing board.
- F. Continuing Education Managers The Continuing Education Managers shall administer the awarding of continuing education credits to eligible program attendees.
- G. Librarian The Librarian shall oversee the library of the association.
- H. Program Officer The Program Officer shall oversee the planning and administration of programs which will benefit the members of the association in accordance with the purpose of the association. Proposed programs shall be presented to the governing board for review.
- I. Publicity Officer The Publicity Officer shall monitor and maintain the Club's email list, design and send all email announcements, and maintain the Club's presence on social media sites.
- J. Webmaster The Webmaster shall create, update, and maintain the Club's [public website](#), [YouTube channel](#), [Soundcloud account](#), and the Board's internal website.
- K. Zoom Officer The Zoom Administrator shall create, host and administer Zoom meetings for all programs, and shall create and host Zoom meetings of the governing board.
- L. Members-at-Large The Members-at-Large shall attend and participate in all meetings of the governing board and shall discharge such duties as may be requested by the governing board.

Bylaw 5. Association Membership

- A. General Membership Anyone who desires to support the purpose of the association may become a member by completing the online membership form approved by the governing board and paying the annual dues.
- B. Emeritus Membership The governing board may award a lifetime emeritus membership to a longstanding senior member with a record of extraordinary service to the governing board and the association. Emeritus members shall be eligible to vote and to hold office but shall be exempt from annual dues.

C. Honorary Membership The governing board may award honorary membership, of a specified duration, to a non-member who has made a significant contribution to the association. Honorary members shall be non-voting members, shall be exempt from annual dues, and shall not be eligible to hold an office.

Bylaw 6. Dues

The amount of dues shall be determined by the governing board. The failure of a member to pay dues by his or her renewal date shall terminate his or her membership.

Bylaw 7. Meetings of the Association

A. Annual Meeting The annual meeting of the association for the election of members of the governing board and the transaction of the general business of the association shall be held at the final program of the fiscal year. Three weeks written notice of the date of the annual meeting shall be given to all members by the Secretary.

In the rare circumstances when the scheduled final program is cancelled, due, for example, to a last minute speaker cancellation, a pandemic, etc., the convening of an annual meeting may be waived and the election of members of the governing board and the transaction of the general business of the association shall be conducted by email.

B. Special Meetings Special meetings of the association may be called at any time by the President and must be called at any time by the President on the written request of a majority of the governing board, or on the written request of not less than fifteen members of the association. Ten days notice of any special meeting must be given to the members, and the notice must state the object of the meeting.

C. Quorum The members present at any meeting of the association shall constitute a quorum for that meeting. No voting by proxy is permitted.

Bylaw 8. Amendments

Proposals to amend the bylaws must first be approved by the governing board before being presented to the members of the association for a vote. The bylaws may then be amended by affirmative vote of a majority of the members present at an annual or special meeting, provided notice of such amendment(s) and the nature thereof shall have been given to the members at least one month prior to the meeting at which the amendment(s) are presented for consideration. Any duly adopted amendment(s) to the bylaws shall be binding on all members, including those who voted against them and members not present at the meeting.

Bylaw 9. Dissolution

A. Procedure This association may be dissolved by the vote of a two thirds majority of the members of the governing board.

B. Asset Distribution Upon the winding up and dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable, educational, religious and/or scientific purposes and which has established its tax exempt status under section 501(c)(3) of the Internal Revenue Code.