

# The Icelandic Association of Washington, D.C., Inc.

April 6, 1986

## By-Laws

### Article I (Amended)

This organization shall be known as The Icelandic Association of Washington, D.C., Inc. (Íslendingafélagið í Washington, D.C.).

### Article II

The purpose of this Association shall be:

- a) To provide a social media for Icelanders and friends of Iceland, living in the District of Columbia and vicinity.
- b) To help preserve the ties with Iceland and Icelandic traditions.

### Article III

Membership shall be open to those who are of Icelandic decent and their spouses and to those who have an interest in Iceland.

### Article IV (Proposed Amendment)

The dues for each calendar year shall be paid before December 31, and determined at the annual meeting of the members.

### Article V (Proposed Amendment)

Officers, Executive Board and Election of Officers

- a) The elective officers of the Association shall be: a president, a vice-president, a recording officer, a corresponding officer, a treasurer and a public relations officer.
- b) The executive board, which is the Board of Directors of the Association, shall consist of said officers.
- c) Officers, as aforesaid, shall be elected at the annual meeting of the members of the Association to serve a term of two (2) years, or until their successors have been duly elected. President, corresponding officer and recording officer shall be elected in an even year; vice-president, treasurer and public relations officer shall be elected in odd years. (At the 1986 annual meeting, vice-president, treasurer, and public relations officer shall be elected for a term of one (1) year).

### Article VI (Amended)

There shall be 3 standing committees, whose members shall be appointed by the Executive Board, for the purpose of:

- a) Þorablót meeting
- b) Annual bazaar
- c) Ladies luncheon

The Executive Board shall have the right to appoint members to special committees as needed.

### Article VII (Amended)

The Association shall hold at least two meetings annually:

- a) Þorablót celebration in February or March
- b) Annual meeting in April

Social meetings may be called by the President of the Association upon his own motion or upon the motion of no less than 10 members signing a petition for a meeting.

### Article VIII

The Executive Board shall notify all members, in writing, of all meetings, no less than seven days in advance. This notice shall list all items on the agenda to be discussed at the meeting.

**Article IX**

The business of the annual meeting shall include, but shall not be limited to:

- a) The President shall give a report on all business conducted during the year.
- b) The Treasurer shall submit a financial statement of the Association.
- c) Election of officers.

**Article X**

These By-Laws can only be amended at the annual meeting and all proposed amendments must be communicated to each member prior to the meeting. Amendments to the By-Laws must be approved by two-thirds of the members present and voting.

---

### Duties of Officers and Executive Board

The officers and executive board shall have the following duties and responsibilities:

- a) **President** - The president shall preside at all meetings of the Association and the executive board, shall appoint committees with the assistance of the executive board whenever necessary, shall sign checks on the treasury when the treasurer is indisposed, and shall perform such other functions and duties as are normally performed by a president of a non-profit corporation such as the instant corporation/Association.
- b) **Vice President** - He or she shall assume the duties of the president in the president's absence, shall coordinate and be in charge of all preparations for social functions assisted by appropriate committees and shall perform such other duties and responsibilities as may be delegated to him or her by the president.
- c) **Recording Officer** - He or she shall record the proceedings of the meetings and of the executive board, shall notify the officers, committees and delegates of their election or appointment if they were absent from the meeting in question and furnish all committees with material referred to them, shall keep current the membership roster, shall keep a copy of the Articles of Incorporation and the By-Laws of the Association in a separate book available for inspection by the members, and shall perform such other duties and responsibilities as are delegated to him or her by the president.
- d) **Corresponding Officer** - He or she shall conduct the general correspondence of the Association, shall send notices of all meetings and other notices, when previous notice is required, shall keep current an address file of the members and interested persons, and shall perform such other duties and responsibilities as are delegated to him or her by the president.
- e) **Treasurer** - He or she shall collect the dues and be responsible for the safe-keeping of all funds of the Association, shall deposit in a recognized bank the funds of the Association, except for petty cash - not to exceed fifteen dollars (\$15.00) - shall sign checks on the treasury in the name of the Association for expenditures authorized by the Association or the executive board, shall keep an accurate record of receipts and payments, shall submit a written financial report at each regular business meeting of the executive board and at the annual meeting, and shall perform such other duties as may be designated by the president, including the closing of the books two weeks prior to the annual meeting.
- f) **Public Relations Officer** - He or she shall prepare and submit to newspapers and other media all publicity pertaining to the activities of the Association in such a manner and at such times as may be designated by the president and/or the executive board.
- g) **Executive Board** - It shall have general supervision over the affairs of the Association during the interim between annual meetings or other special meetings of the members, and it shall carry out the decisions and instructions of the members at any general meeting, and further the objectives of the Association in every way possible.

### **PROPOSED AMENDMENT - ARTICLE XI**

Add new article to the By-Laws