

DOLL DOCTOR'S ASSOCIATION
CHARTER AND BY-LAWS

Article I
Name

Section I

This association shall be known as the Doll Doctor's Association.

Section II

This association shall be non-political and non-profit making.

Article II
Aims and Purpose

Section I

To share techniques, philosophies, and knowledge of doll restoration and to publish a supporting newsletter called the DOLL RX.

Article III
Membership

Section I

Membership in this association shall be open to all persons interested or involved in doll restoration.

Section II

Membership dues shall be \$10.00 a year and each member will receive no less than three (3) issues of the DOLL RX.

Article IV
Meetings

Section I

Meetings shall be scheduled by the president, unless otherwise specified.

Section II

At least two regular meeting shall be held each year, at a time and place specified by the president.

Section III

Due and timely notice shall be published in the DOLL RX.

Section IV

The election of officers shall be held at the first regularly scheduled meeting of the year and will serve a term of two years.

Section V

All elected officers shall be installed at the first regularly scheduled meeting of the year elected and assume their duties immediately.

Article V Funds

Section I

The operating fund shall consist of all dues paid by members and any other funds from received from various sources.

Section II

The operating fund shall be used to conduct business of the association and to publish the DOLL RX.

Section III

All deposits and disbursements will be handled through the Secretary/Treasurer of the association.

Article VI Officers And Their Duties

Section I

President - It shall be the duty of the president to preside at all meetings of the Doll Doctor's Association.

The president will be the supreme officer of this association, and as such, have general supervision of the association and enforce proper obedience to the constitution and by-laws and to see that the officers and chairpersons perform their duties.

The president shall appoint all chairpersons for all standing and special committees.

The president shall have no vote except when officers are elected, or in the case of a tie vote.

The president shall announce the results of all elections and balloting.

The president shall decide all parliamentary questions that may arise.

The president shall be an ex-officio member of all standing and special committees.

Section II

Vice President - It shall be the duty of the vice-president to preside at all meetings in the absence of the president and shall assist the president at meetings.

The vice-president shall be the chairperson of any fund raising committees.

Section III

Secretary - It shall be the duty of the secretary to keep an accurate and impartial record of all meetings of the association.

The secretary shall carry on all correspondence which has not expressly been delegated to other officers.

The secretary shall read all letters at meetings addressed to the association.

The secretary shall inform the members of all regular and special meetings in the way the association see fit to do it.

Section IV

Treasurer - It shall be the duty of the treasurer to report all money collected by the Doll Doctor's Association. All funds shall be kept in a bank account set up by the treasurer.

The treasurer shall keep a record of all income and expenses during his/her term of office. A treasurer's report shall be given by the treasurer at each meeting of the Doll Doctor's Association.

The treasurer shall prepare a final treasurer's report at the end of each year which may be submitted to the president of the Doll Doctor's Association.

The treasurer shall be responsible for the compiling and publishing the DOLL RX Newsletter.

Article VII
Rules and Regulations

Section I

Changes or amendments to these by-laws may be proposed at any time. These must be published prior to the next scheduled meeting and be voted on by the membership at that meeting.

Section II

A quorum shall consist of not less than five members.

Section III

Members may be excused from serving on more than two committees.

Section IV

No fund raising shall be conducted by any member or officer of the Doll Doctor's Association without the approval of the membership.

Section V

Complete and accurate records must be kept by the chairpersons of each committee.

Section VI

All bills to be paid must be presented to the treasurer promptly to avoid late charges.

Section VII

Order of business:

- Call to Order
- Secretary's Report
- Treasurer's Report
- Committee Reports
- Old Business
- New Business
- Other Business
- Adjournment

Section VIII

Robert's Rules of Order shall be the authority on all questions of parliamentary law and procedure.

3-27-99

ADMENDMENTS TO DDA CHARTER AND BY-LAWS

Section IX:

Authorization for a state charter will include the following requirements:

1. Request for state charter by three or more Association members in good standing.
2. Submission of the following information after three organizational meetings with five or more members:
 - A. Slate of officers: President, Vice President, Secretary/Treasurer.
 - B. Written report of three organizational meetings and plans for three future meetings.
 - C. Statement of intent to abide by the principles of the DDA Charter and By-Laws.
 - D. All state members must be members in good standing of the national association.

Section X:

State Chapters shall have one copy of the DDA Charter and By-Laws to serve as guidelines for their activities.

Section XI:

State Chapter financial obligations to the national association shall be established by the Executive Board of the DDA but shall not be less than \$2.00 per year per member.

1. The state chapter will be allowed publication space in the *DOLL RX* to report activities.
2. All fund-raising activities must follow the principles of the DDA. Financial help may be requested from the national association.
3. Excess funds in treasury should not exceed a year's expense.
4. Arbitration of disputes within the state chapter shall be resolved by a two-person committee appointed by the national president and officers of the state chapter to be held in private session.
5. If a state chapter wishes to disband, the treasurer will pay all bills and remit any extra funds to the national treasurer. After a period of five years, if no reorganization of that state chapter is accomplished, the funds will revert to the general fund of the national association.

Section XII:

The president of the State Chapter shall be their representative to the national association. In the absence of the state president, an alternate representative may be appointed and shall show written proof of appointment.

Section XIII:

The use of the term, “DDA” or “Doll Doctor’s Association”, as a design for literature, clothing or other related use is solely the property of the national association. Any use or duplication of these terms is strictly prohibited without the written consent of the Executive Board of the national association.

APPROVED:

Date _____ Acting Chairman

Date _____ Acting Secretary/Treasurer

Date _____ Charter Member