

**BY-LAWS
OF
ROCKPILE MUSEUM ASSOCIATION

GILLETTE, WYOMING**

**A non-profit organization dedicated to
supporting, promoting and assisting the
Campbell County Rockpile Museum.**

ADOPTED JULY 21, 2015

AMENDED July 19, 2016, August 21, 2018, July 18, 2019,

July 16, 2020, September 24, 2024

The following Rules and Regulations adopted by the Rockpile Museum Association, hereinafter, Association, shall be and constitute the By-Laws of said non-profit corporation.

BY-LAWS

ARTICLE I

Authority of Officers

1. There shall be an Executive Board consisting of the elected Association Officers which shall have charge of all affairs, funds, and property of the Association. Elective officers shall include a President, Vice President, Secretary, Treasurer and up to four (4) Members-At-Large. The Museum Director is a permanent voting member of the Executive Board.
2. A majority of all the members of the Executive Board is sufficient to remove any Association officer or officers for due cause.
3. The Executive Board shall not be liable for any debts, bills, or liabilities incurred by any of the Association members.
4. No officers, elective or appointive, of the Association, will receive any compensation or be exempt from any dues.
5. The Executive Board may specify a permanent Association mailing address. The permanent mailing address shall be one convenient to the Executive Board, and to any members of the Association who shall have occasion to contact this Association on any matter of historical interest or routine Association business.
6. The Executive Board shall designate an official Association Repository. Said repository shall contain all of the records of the Executive Board, which the Secretary shall maintain in a current and accessible condition, so that they shall be available during all reasonable business hours for inspection by any member of the

Association. The repository shall also serve as the Association's official repository for all historical material which is now, or may hereafter become, the property of the Association. The Secretary shall serve as custodian thereof.

7. Membership fees are to be set by the Executive Board of the Rockpile Museum Association and shall set the date for any possible changes to take effect. The Association Executive Board shall notify all members of the Association at least 30 days in advance of the changes taking effect.

ARTICLE II

Duties of Officers

The management of this Association shall be vested in the duly elected officers of the Rockpile Museum Association and their duly elected successors. Elective officers shall include a President, Vice President, Secretary, Treasurer and Member~~s~~-At-Large. All Association officers, elected and appointed, shall be members in good standing.

1. The President shall be the chief executive officer of the Association. It shall be his/her duty to preside at all meetings of the Executive Board and membership: to have general and active management of the business of the Association: to see that all orders and resolutions of Executive Board are carried into effect; to execute all contracts and agreements authorized by the Executive Board, and when authorized by the Executive Board to bind the Association to contracts. He/she shall have the general supervision and direction of the other officers of the Association and shall see that their duties are properly performed. The President, with the approval of the Executive Board, shall also make any appointments necessary for the furtherance of the aims and purposes of the Association.
2. The Vice President shall perform all duties of the President during the absence or disability of the President, and in the event of death, resignation, or removal of the President from office during the term for which he/she was elected, the Vice President shall serve for the balance of the term.
3. The Secretary shall give or cause to be given notice of all meetings of the membership and board and all other notices required by law or by the By-laws, and in case of his/her absence per refusal or neglect to do so, any such notice may be given by any person so directed by the President or by the Executive Board of the Association. He/she shall record all of the proceedings of the meetings of the Association and the Executive Board and store such records in a repository and

shall serve as custodian for any and all historical materials and records contained in the repository. He/she shall, unless otherwise determined by the Executive Board, have charge of the original membership records of the Association and all contracts, documents, correspondences and records of the Association. He/she shall assist the elected officers in the conduct of Association business, and shall keep records of such business.

4. The Treasurer shall have the custody of all funds and securities of the Association and shall keep full and accurate accounts of receipts and disbursements in recorded instruments belonging to the Association and shall record the deposits of donor gifts, bequests, museum visitor donations and Association dues and assist in the issuing of memberships and certificates as appropriate. He/she shall establish and maintain Association checking and savings accounts as needed, with arrangements for the signing of all checks and/or savings account withdrawals by any two of the following: the Secretary, the Treasurer, the President, the Vice President or Museum Director. He/she shall present a financial report at the Association meetings and shall keep the Executive Board apprised of the Association's financial position. If required to do so by the Executive Board, he/she shall give the Association a bond in such amount and in the form and with securities satisfactory to the Executive Board for the faithful performance of the duties of his/her office, and restoration to the Association in case of his/her death, resignation or removal from office of all books, papers, vouchers, money and other property, of whatever kind, in his/her possession belonging to the Association.
5. The Members-At-Large shall serve as ~~a~~ voting members of the Executive Board acting as a representative of the general membership. Each Member-At-Large board member ~~He/she~~ shall attend board meetings and may serve on committees as needed.

ARTICLE III

Election and Terms of Office

There shall be an annual meeting every year. The date and time shall be generally held in September. The exact date & time will be determined by the board and will be published in a minimum of one quarterly newsletter preceding the annual meeting.

The President, Vice President, Secretary, Treasurer and Members-At-Large shall be elected by a simple majority vote of the members present in person and voting at the

Annual Meeting of the Association ~~in July~~. The officers shall be elected from the present paid-up memberships of the Association. Election of Association officers shall take place annually. Elected officers shall serve for staggered three (3) year terms.

ARTICLE IV

Association Organization

1. The Association has chosen a name for itself, Rockpile Museum Association, and has adopted its own Constitution and By-laws.
2. The Association board will designate the time and place of the meetings, but will try to meet at least once a month.
3. The Association has complete self-determination in the election of its officers, business, and projects, as long as it does not violate the policies of the Campbell County Rockpile Museum as a whole.
4. It shall be the function of the Association to monitor the issuing of all memberships and record deposits of collected dues, visitor donations, bequests, without limitation as to amounts or values; and to convey such property and to invest and reinvest any principal or interest; and to direct, manage, and expand the income and principal of the Association and administer any special funds for various purposes as agreed upon by the Executive Board, and for purposes and uses herein set forth; to buy, lease, hold, and exercise all privileges of ownership over such real or personal property as may be deemed necessary for the conduct and operation of the business of this Association or incidental thereto.
5. The Association shall have full custody of, and determined disposition of, all financial and historical material in the possession of the Association.
6. All Association officer vacancies occurring by death, resignation, or failure to serve, for the duration of the term to which the officer was elected or appointed will be filled by appointment by the remaining members of the Executive Board for the balance of the term until the next regular election.
7. Membership shall be open to any person, persons, societies, or institutions upon payment of specified dues and who subscribes to the purposes and abides by the rules of the Rockpile Museum Association. ~~Levels of membership are as follows: Senior/Student, Individual, Family, Supporting, Contributing, Sustaining and Corporate.~~ Dues-paying Association Members are encouraged to be active in Association meetings and events. The Association Executive Board determines whether donors can become Lifetime Association Members with all the membership privileges and benefits.

ARTICLE V

Rules of Conduct

The Association Executive Board may, for reasons of conduct inappropriate to an Association member, revoke the membership of any member of the Rockpile Museum Association for such reasons that may include:

1. Failure to pay dues after reasonable efforts have been made to inform the members of their dues obligation.
2. Misrepresentation of membership in, or official relation to, any historical non-profit organization.
3. The sale of artifacts from or information about any historical site for personal gain.
4. Aiding or abetting, by word or action, any persons who loot or destroy any historical site for any reason whatsoever.

ARTICLE VI

Amendments

Any proposed change in the Constitution and By-Laws of the Rockpile Museum Association shall require an affirmative vote of two-thirds (2/3) of the active Association members present at the annual membership meeting.

ARTICLE IX

Rules

The Rockpile Museum Association shall be governed by the current edition of *Roberts Rules of Order*.