

PENNSYLVANIA ASSOCIATION OF NUMISMATISTS

PAN PANCOINS™



CONSTITUTION

AND

BY-LAWS

Recodified December 6, 2023

PENNSYLVANIA ASSOCIATION of NUMISMATISTS
CONSTITUTION

Article I Name

The name of the association shall be the Pennsylvania Association of Numismatists. The association may also be referred to as PAN and PANCOINS. It is a non-profit educational association founded during the summer of 1978.

Article II Purpose

The Pennsylvania Association of Numismatists (PAN) is a non-profit educational State organization founded in 1978 consisting of individuals and coin clubs throughout the Commonwealth of Pennsylvania, the United States and the world. Membership is open to all. PAN recognizes and embraces diversity, equality, and inclusion. Our association is dedicated to promoting the hobby of coin collecting and numismatic education through coin shows, lectures, seminars, a published journal, and an electronic newsletter. Our primary focus is learning the art, history, and world cultures through coinage, medals, and paper money.

Article III Membership

Any individual of good moral character shall be eligible for membership in the association and shall be entitled to all the rights and privileges of the association, depending on the type of membership of the individual.

The membership shall consist of the following categories:

- 1) Regular Member
- 2) Associate Member
- 3) Junior Member
- 4) Life Member
- 5) Associate Life Member
- 6) Club Membership

Article IV Officers

The elected Officers of the association shall be President, 1st Vice President, 2nd Vice President, 3rd Vice President, Secretary.

Article V Board of Governors

There will be 13 Board of Governor seats to include 1)-President, 2)-1st Vice President, 3)-2nd Vice President, 4)-3rd Vice President, 5)-Chairman of the Board, 6)-Immediate Past President, 7)-Secretary, 8)-Clarion Editor, 9)-Exhibit Chairman, 10)-Bourse Chairman, 11)-Convention and Business Manager, 12)-PANKidZone Chairman, 13)-Treasurer. They shall have association voting privileges to determine PAN business. Any member may hold more the one position if necessary but shall only retain one vote regarding Board business.

Article VI Meetings

The regular meetings of the association shall occur and be determined by the President with Board approval.

Article VII Newsletter

An electronic newsletter currently known as the PANeNEWS or any future method shall be sent occasionally or as determined by the editor.

Article VIII Journal

The official journal of the Pennsylvania Association of Numismatists shall be called The Clarion. It shall be published as necessary or to be determined by the association and the editor.

Article IX Code of Ethics

There shall be a Code of Ethics regarding the business dealings and relationships between members of the association.

Article X Amendments

There shall be provisions for amendments to the Constitution and By-Laws.

**PENNSYLVANIA ASSOCIATION of NUMISMATISTS
BY-LAWS**

Article I Memberships

Section A) Types of Membership

1) Regular Membership

- a) Shall be 18 years of age or older.
- b) Shall pay \$20 or a future amount as voted by the Board of Governors.
- c) Shall be assigned a sequential membership number preceded by "R".
- d) Shall have the privilege to hold office.

2) Associate Regular Membership

- a) Shall be 18 years of age or older.
- b) Shall pay \$8 or a future amount as voted by the Board of Governors.
- c) Shall be assigned a sequential membership number preceded by "A".
- d) Shall only be issued to the same address as a Regular Member

3) Junior Membership

- a) Shall be under 18 years of age.
- b) Shall pay \$5 or a future amount as voted by the Board of Governors.
- c) Shall be assigned a sequential membership number preceded by "J".

4) Life Membership

- a) Shall be 18 years of age or older.
- b) Shall pay \$300 or a future amount as voted by the Board of Governors.
- c) Shall be mailed a Life Certificate
- d) Shall be exempt from future dues payments.
- e) Shall be assigned a sequential life membership number preceded by "L".

5) Associate Life Membership

- a) Shall be 18 years of age or older.
- b) Shall pay \$50 or a future amount as voted by the Board of Governors
- c) Shall be exempt from future dues payments.
- d) Shall be assigned a sequential life membership number preceded by "AL"

6) Club Membership

- a) Shall be granted to any numismatic organization that notifies PAN by mail on official club stationary or equivalent
- b) Shall pay no monetary amount as dues.
- c) Shall be assigned no membership number.
- d) Shall receive limited mailings as determined by the Board of Governors.
- e) Shall continue each subsequent year until otherwise notified by a member club officer.

7) Honorary Membership

- a) Shall be granted by unanimous Board of Governors vote to an individual that has achieved an esteemed status in numismatics and has provided exemplary support to PAN.

Section B) Membership Application

- 1) Shall be made through the Pennsylvania Association of Numismatists membership application form or through the association's online option or any future electronic options.

Section C) Admission

- 1) Membership is open to all. PAN recognizes and embraces diversity, equality, and inclusion.

Section D) Dues

- 1) Shall be based on the calendar year being due each January.
- 2) The monetary amount shall be occasionally reviewed and determined by the present Board of Governors.

Section E) Resignation

- 1) Members may resign by verbal, written, email or other forms of electronic notice.
- 2) Termination of membership shall be granted by non-payment of dues.

Section F) Suspension or Expulsion

- 1) Shall be determined by the present Board of Governors based on the degree of egregious behavior.

Section G) Guests

- 1) Shall be permitted to attend PAN meetings with the approval of a paid member.

Article II Officers

Section A) Eligibility.

- 1) Any PAN member over the age of 18 shall be eligible to run for elected office.
- 2) Any PAN member over the age of 18 shall be eligible to hold more than one elected or appointed office if absolutely necessary but would only retain one Board vote.

Section B) Term of Office

- 1) The term of office for all elected positions shall be 3 years.
- 2) In the event a President is unable to complete their term for any reason, the 1st Vice President shall move to the position of President.
- 3) The subsequent Vice Presidents shall advance to the next open position.
- 4) The need to fill any other elected positions shall be entrusted to the President and present Board of Governors.
- 5) All changes to the composition of the Board of Governors shall require a majority of the present Board of Governors.

Section C) Nominations

- 1) Shall be called each third year with notice in the Spring Clarion journal issue, PANeNews or any future accepted means.
- 2) Nominations must be made in writing or electronically to PAN.
- 3) Nominees must accept by voice and written, email, text or any future means of communication.

Section D) Election

- 1) Upon the receipt of nominations, numbered ballots shall be mailed to current PAN members over the age of eighteen during the summer of an election year.
- 2) In the event of no nominations, the sitting officers shall assume another term.
- 3) Returned marked ballots shall be opened, counted and results reported by a Board approved election committee during early Fall of an election year.
- 4) Induction of new officers shall occur during the Fall banquet of an election year.

- 5) All records and pertinent documents of the association shall be turned over to the incoming President at that time.

Section E) Duties of the President

- 1) Preside at general, Board and special meetings.
- 2) Appoint the PAN Treasurer with majority Board of Governors approval.
- 3) Approve payments of bills, stipends, honorariums for goods or services required by the association.
- 4) Appoint an editor for The Clarion journal with majority Board of Governors approval.
- 5) Appoint elected officer's openings that may have occasion to occur during said term with the majority of the Board of Governors approval.
- 6) Handle or appoint a committee to satisfactorily resolve member complaints.
- 7) Have access to all association records including but not limited to bank statements, membership rosters, mailing list, etc.

Section F) Duties of the 1st Vice President

- 1) Preside at general, Board and special meetings in case of the President's absence.
- 2) Serve as a voting member of the Board of Governors.
- 3) Promote the association at all numismatic functions.

Section G) Duties of the 2nd Vice President

- 1) Serve as a voting member of the Board of Governors.
- 2) Promote the association at all numismatic functions.

Section H) Duties of the 3rd Vice President

- 1) Serve as a voting member of the Board of Governors.
- 2) Promote the association at all numismatic functions.

Section I) Duties of the Secretary

- 1) Serve as a voting member of the Board of Governors.
- 2) Provide and send meeting notices to the association officers, Board of Governors, appointed committee members and interested members.
- 3) Provide the meeting agenda/minutes to the association officers, Board of Governors, appointed committee members and interested members.

- 4) Pay the association's bills, invoices, creditors, etc. by checks, bank cards, cash, money orders, electronic transfers and other acceptable means of payment in the conduct of business.
- 5) Deposit all association revenue to the proper bank or commerce accounts.

Section J) Duties of the Treasurer

- 1) Serve as a voting member of the Board of Governors.
- 2) Pay the association's bills, invoices, creditors, etc. by check, bank card, cash, money order, electronic transfer and other acceptable means of payment in the conduct of business.
- 3) Deposit all association revenue to the proper bank or commerce accounts.
- 4) Provide periodic financial reports.
- 5) File or acquire the services of a qualified tax preparer to file the proper tax returns to all government agencies.

Section K) Duties of the Board of Governors

- 1) Serve as voting members concerning but not limited to the decisions as to the association's functions, projects, coin show, journal, exhibit area, lecture area, KidZone area, and all future numismatic endeavors.
- 2) Appoint a Chairman of the Board from the ranks of past president or past elected officer of the association that shall have a reasonably long history of involvement with the association.
- 3) Compensation for Board Members for Services:
Governors shall receive no compensation for carrying out their duties as governors. The board may adopt policies providing for reasonable reimbursement of governors for expenses incurred in conjunction with carrying out of Board responsibilities, such as travel expenses to attend board meetings.
- 4) Compensation for Professional Services by Governors:
Governors are not restricted from being remunerated for professional services provided to the association. Such remuneration shall be reasonable and fair to the association and must be reviewed and approved in accordance with the conflict-of-Interest policy and state law.

Section L) Duties of the Chairman of the Board

- 1) Preside at special Board meetings.
- 2) Serve as a voting member of the Board of Governors.
- 3) Have the ability to call an emergency meeting if necessary.
- 4) Act as a sounding board and advisor in association decisions.

Article III - Appointed Officers

Section A) All appointed officers shall be made by the President with a majority of present Board of Governors approval and shall be a voting member of the Board of Governors.

Section B) Clarion Editor

- 1) Serve as a voting member of the Board of Governors.
- 2) Produce the association journal, The Clarion, to be published periodically at the Editor's discretion.
- 3) Solicit paid advertising for The Clarion or designate an advertising manager to do the same.
- 4) Solicit articles and graphics for publication.
- 5) Collect all Clarion revenues and turn over to the Treasurer in a timely fashion.

Section C) Bourse Chairman

- 1) Serve as a voting member of the Board of Governors.
- 2) Appointed by the President and Board Chairman with a majority approval of the present Board of Governors.
- 3) Promote and solicit dealer/vendors to rent tables at the association coin shows.
- 4) Responsible for collecting all money that is show related and submitting it to the Secretary or Treasurer.
- 5) Responsible for negotiating lease contracts with convention centers.
- 6) Responsible for security at association coin shows.
- 7) Appoint an Assistant Bourse Chairman if needed.
- 8) Entitled to draw a monetary stipend for an amount of money per show as determined by the present Board of Governors.

Section D) Convention and Business Manager

- 1) Serve as a voting member of the Board of Governors.
- 2) Appointed by the President and Board Chairman with a majority approval of the present Board of Governors.
- 3) Arrange Registration, Dealer Check-in, Lecture area, Kid Zone Area.
- 4) Manage website and social media accounts.
- 5) Manage and contract for show advertising.
- 6) Entitled to draw a monetary stipend for an amount of money per show as determined by the present Board of Governors.

Section E) PANKidZone Chairman

- 1) Serve as a voting member of the Board of Governors.
- 2) Plan and organize a young numismatist program.
- 3) Solicit donations and numismatic items to enhance the program.

Section F) Exhibit Chairman

- 1) Serve as a voting member of the Board of Governors.
- 2) Plan and organize a competitive exhibit program.
- 3) Organize an exhibit judging team.

Section F) Immediate Past President

- 1) Serve as a voting member of the Board of Governors.
- 2) Advise and consult the new Officers and Board Members.
- 3) Represent and promote PAN at other numismatic functions.

Article IV - Meetings

Section A) Quorum

- 1) Shall require one elected Officer and one half of the Board of Governors (currently 7 Governors) to be present.
- 2) Day, time and place of meetings to be determined by the President.
- 3) Order of Business shall be followed as provided by the meeting agenda presented by the Secretary and President.

- 4) The Board of Governors may add items to the agenda.

Article V – Finance

Section A) Fiscal year shall be the calendar year, January 1st – December 31st.

Section B) Financial institutions:

- 1) Shall be determined by the President, Board Chairman and Treasurer.
- 2) Signers shall be the Treasurer and/or a designated Board member.

Section C) Financial reports shall appear on the meeting agendas and any special reports as needed.

Article VI – Amendments

These By-Laws may be amended by a majority vote of present Board of Governors with notification of new amendments to be published in The Clarion association journal and or PANeNews or any future communication association platform.

Article VII – Code of Ethics

Section A) Shall be those as stated:

- 1) Member disputes of ethics regarding only numismatic transactions may be presented to the association.
- 2) The association may make recommendations of resolution, in an attempt to rectify or reach a mutual satisfaction.
- 3) Association suspension or termination of membership may be a consideration but not a guarantee.
- 4) The association will not be responsible for any monetary or business loss.

Article VIII – Awards

Section A) Frank Gasparro Award

- 1) Shall be named after the 10th Chief Engraver of the United States Mint.
- 2) Shall be presented on occasion as deemed appropriate.
- 3) Recipient must have the approval of the President and a majority of the present Board of Governors.

Section B) Gilroy Roberts Literary Award

- 1) Shall be named after the 9th Chief Engraver of the United States Mint.
- 2) Shall be presented on occasion as deemed appropriate.
- 3) Recipient must have the approval of the President and a majority of the present Board of Governors.

Section C) Special Awards

- 1) Shall be named by the President with the approval of the majority of the present Board of Governors.
- 2) Shall be presented on occasion as deemed appropriate.
- 3) Recipient must have the approval of the President and a majority of the present Board of Governors.

Article IX Disbandment

Section A) Liquidation

- 1) All assets shall be sold.
- 2) All debts shall be satisfied.
- 3) All remaining cash shall be donated to the American Numismatic Association or a qualified like organization as determined by the remaining Board of Governors.

Section B) Notification

- 1) Paid membership shall be notified if possible.
- 2) Notification shall be placed in a prominent numismatic publication.

Notations concerning Language and Terminology: 1. "present Board of Governors" to mean Governors attending a PAN meeting. 2. "the association" to mean the Pennsylvania Association of Numismatists.

Recodified on December 6th, 2023

Approved and passed by the Board of Governors on _____