

Bylaws of the Caltech Russian Club

Adopted at the club 2004-2005 annual meeting, August 23, 2004.

Article I. Name of Club.

Caltech Russian Club (CRC).

Article II. Purpose.

The purpose of the club is to enrich the community life and increase the awareness of the cultures of Russia and other CIS countries by promoting an active involvement of Caltech community members of Russian cultural heritage in activities, events and pursuits, social, cultural, and otherwise, within Caltech and beyond.

Article III. Membership and Dues.

1. Membership in the Club is open to all members of the Caltech community including undergraduate and graduate students, postdoctoral scholars, staff, faculty, alumni, and their immediate family members.
2. A Caltech community member can be accepted into the Club at any time during the year upon payment of annual dues, established by the board of directors for the remainder of the year.
3. Membership in the Club can be terminated at any time voluntarily by a written or email request to the board of directors or for non-payment of membership dues.

Article IV. Board of Directors.

1. The board of directors shall be elected annually by the club members and shall consist of at least three officers with the following duties:
 - Chair – responsible for calling and presiding over board meetings and overall oversight and direction of the affairs of the club
 - President – responsible for making executive decisions and managing day-to-day activities of the club
 - Treasurer – responsible for keeping the Club's financial records and transactions, maintaining the Club bank account and preparing financial statements and budgets.

The board may determine the rules for director nomination, establish other offices and form committees as may be necessary.

2. The board of directors shall have regular meetings at least quarterly at a place and time determined by the Chair. Any club member can attend board meetings and take part in discussions and voting. Special board meetings can be called by the Chair or any two board officers.
3. An email notice announcing a board meeting should be sent to club members at least 3 days prior to the meeting.
4. At all meetings of the board of directors the presence of at least three voting members shall be necessary and sufficient to constitute a quorum.
5. The board shall be responsible for interpreting these Bylaws and making all steering decisions concerning the Club. A simple majority vote of the members present at a duly held meeting shall be sufficient for any action.

Article V. Amendment of Bylaws.

The Caltech Russian Club Bylaws may be amended at a duly held meeting of the board of directors.