

**VICTORIA MAGIC CIRCLE  
INTERNATIONAL  
BROTHERHOOD  
OF MAGICIANS  
ERNIE CROCKFORD RING 183  
CONSTITUTION  
& BYLAWS  
2006**

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VICTORIA MAGIC CIRCLE  
ERNIE CROCKFORD RING 183  
OF THE INTERNATIONAL BROTHERHOOD OF MAGICIANS  
CONSTITUTION

ARTICLE 1 TITLE

1.1

The organization shall be known as the Victoria Magic Circle, Ernie Crockford Ring 183 of the International Brotherhood of Magicians and in this document will be called 'the Club'.

1.2

The Club's headquarters will be Victoria, British Columbia, Canada.

ARTICLE 2 OBJECTIVES

2.1

To organize, encourage, and associate with those interested in the art of magic and its advancement.

2.2

To foster and advance the magical talents, creativity, and knowledge of the Club membership.

2.3

To promote fellowship, exchange of ideas and co-operation among those interested in the magical arts.

2.4

To cultivate and advance the art of magic in the fields of entertainment, education, and other cultural areas.

2.4

To promote in the magical community the code of ethics established by the International Brotherhood of Magicians.

ARTICLE 3 MEMBERSHIP

3.1

There shall be four types of membership in the club: Active, Interim, Life, and Honorary.

3.2

An Active member must be at least 16 years old and shall have been interested in magic for at least one year.

3.3

An Interim member must be at least 16 years old and shall have been interested in magic for

at least six months.

3.4

Life membership may be conferred upon any member who has made an extraordinary contribution over an extensive period to the furthering of the club's objectives.

3.5

Honorary Membership may be conferred upon a distinguished visiting member of the magic family.

3.6

All Active members must be members of the International Brotherhood of Magicians and remain members in good standing.

## ARTICLE 4 OFFICERS

4.1

The affairs of the Club shall be conducted by an Executive Committee composed of the following elected Officers and Directors: President, Vice President, Secretary, Treasurer, Ring Reporter, Sergeant at Arms and two Members at Large. The Immediate Past President shall also be a member. Terms of office shall be for one year. The President shall not hold that office for more than two consecutive years.

## ARTICLE 5 QUORUM

5.1

At least four members of the Executive Committee must be present at any Executive Meeting to constitute a quorum.

5.2

At least one-quarter of the voting members of the Club must be present at any regular meeting to constitute a quorum.

## ARTICLE 6 VOTING MEMBERSHIP

6.1

Voting Membership: The Voting Membership (referred to throughout the Bylaws) is made up of Active members in good standing and Life members.

## ARTICLE 7 GOVERNING BODY

7.1

Any provisions within the Club Constitution & Bylaws are superseded by the rules and laws of the International Brotherhood of Magicians.

# CLUB BYLAWS

## ARTICLE 1 MEMBERSHIP APPLICATION AND PRIVILEGES

### ACTIVE MEMBERSHIP

1.1

- Those seeking Active Membership **must be members (in good standing) of the IBM.**
- Applications will be discussed and must be approved and voted in at a regular Club monthly meeting.

- If the applicant is a current Interim Member of the Club, there is no need to submit a second Ring 183 Membership Form or pay extra dues for graduation to Active membership. The Applicant must bring his/her received IBM member package to the Club President, and must then be voted in as an Active Member at a regular Club monthly meeting.
- If the applicant is not a current Interim member of the Club, he/she must fill out a Ring 183 Membership Form, which includes a paragraph outlining their magic experience and commitment to magic. The applicant must present this form to the President along with applicable dues and proof of IBM membership, and must then be voted in as an Active Member at a regular Club monthly meeting.

## INTERIM MEMBERSHIP

### 1.2

Interim membership is intended to be a stepping stone to Active Membership. Interim Members will be encouraged to develop their knowledge of and ability to perform magic and will be expected to show their serious intent by participating in Club activities. The period of Interim membership permits newcomers to magic to decide on the extent of their interest before committing themselves in a more formal manner to becoming Active Members.

### 1.3

Those seeking Interim membership must have attended three regular monthly meetings as a Guest. Then they must apply for Interim Membership as follows:

- The applicant must have completed a Ring 183 Member Application Form which includes a paragraph explaining their magic experience and commitment to magic. The applicant must submit this form to the President along with current Membership Fees (pro-rated as necessary), at or before the beginning of his/her 3<sup>rd</sup> monthly meeting. The applicant must then be voted in as an Interim Member at this monthly meeting.
- Interim members are NOT entitled to vote or hold office on the Executive Committee, but they ARE entitled to lecture discounts, use of the club library, etc.

### 1.4

Graduating from Interim to Active:

- Interim Members must apply for IBM membership within six months of the start of this interim period.
- Within nine months they will receive their IBM membership package and must contact the Executive as soon as they receive their package so arrangements can be made to 'vote them in'.
- They must be voted in as an Active Member (see article 1.1) at a regular Club monthly meeting within nine months. Interim membership is only valid for a maximum of nine months, unless extenuating circumstances (approved by the Executive) exist.

## LIFE MEMBERSHIP

### 1.5

Life Membership may be conferred upon any member who has made an extraordinary contribution over an extensive period to the furthering of the club's objectives. Candidates will be considered by the Executive Committee and a recommendation made to Club members. Vote may be conducted through email, mail, telephone or at a Club meeting but must represent approval by at least three-quarters of the Voting Membership. Life Members have all the same privileges as Active Members including the right to vote and hold office, and are not required to pay dues.

## HONORARY MEMBERSHIP

### 1.6

A distinguished visiting member of the magic family may be given a ceremonial membership to the Club. They are approved for Honorary membership by means of voting. Candidates will be considered by the Executive Committee and a recommendation made to Club members. The vote may be conducted through email, mail, telephone or at a Club meeting but must represent approval by at least three-quarters of the Voting Membership.

- Honorary membership is for a lifetime.
- Honorary members do not pay dues.
- Honorary members are welcome to attend VMC functions.
- Honorary members are not automatically entitled to the rights and privileges of the club such as voting, discounts and library use.
- Honorary members are listed at the front of the Roster Booklet.

## FRIENDS

### 1.7

Friends of the Club are NOT Members of the Club and therefore are not required to be members of the IBM. They are magicians who do not wish for full membership yet would like to 'keep in touch' through the newsletter and other pertinent communications. Friends will pay a yearly fee as established by the VMC to cover administrative costs.

- Friends do NOT have the privileges of Club members such as voting, lecture discounts and library use, etc.
- Friends are welcome to join Club members two or three times a year as 'Guests' at meetings.
- Friends are listed separately at the end of the Roster Booklet.

## ARTICLE 2 MEMBERSHIP SUSPENSION AND EXPULSION

### 2.1

Members can be suspended or expelled from membership for any conduct that is not in the best interest of the Club; violation of the IBM/SAM Joint Code of Ethics; and/or violation of the Club Constitution & Bylaws. The decision to expel or suspend rests on first a recommendation by the Executive Committee to do so, followed by a three-fourths majority vote of the Voting Membership at a meeting in which the membership is notified of the issue at least one month prior to the voting. Members considered for expulsion or suspension will be formally notified and be given the opportunity to meet with the Executive Committee and membership prior to any vote on such action.

## ARTICLE 3 DUES

### 3.1

Annual dues for all membership classes shall be recommended by the Executive Committee and approved by the Club members at the Annual General Meeting. Annual dues will be payable on or before September 1st for the following Club year.

### 3.2

Members more than three months in arrears forfeit their membership unless special circumstances exist.

## ARTICLE 4 DUTIES OF OFFICERS

### PRESIDENT

#### 4.1

It shall be the duty of the President to: guide the Club with the counsel of the Executive Committee; ensure the business of the Club is conducted in accordance with the Club Constitution & Bylaws; and serve as an ex-officio member of all committees.

The President shall:

- Preside over all meetings of the Club;
- Develop annual and monthly meeting programmes;
- Appoint committees (Magic Dinner, Annual Show, etc.);
- Assign tasks to Ring Officers and members;
- Arrange lectures, social activities, and publicity events (or designate members to do so);
- Serve as liaison to the IBM;
- Monitor and assist members in completion of assigned duties.

### VICE-PRESIDENT

#### 4.2

The Vice-President shall:

- Assist the President in the discharge of all duties;
- In absence of President serve as presiding officer;
- Administer the Club's Good and Welfare program.

### SECRETARY

#### 4.3

The Secretary shall:

- Prepare and get membership approval for minutes of monthly meetings;
- Maintain Club correspondence;
- Track membership status and send current rosters to members semi-annually;
- Submit roster changes to the Club Newsletter Editor for publication in the newsletter;
- Maintain at least the following files: Club Minutes (monthly and executive meetings), current Club roster, incoming correspondence, outgoing correspondence, IBM and Club membership application forms;
- Submit a complete list of members and names of Ring Officers to the Executive Secretary of the IBM by October 15th.

### TREASURER

#### 4.4

The Treasurer shall:

- Receive all money paid to the Club, deposit it in a Bank approved by the Active members, and promptly pay all properly approved expenditures;
- Maintain an accurate record of receipts and payments;
- Give a detailed account of financial transactions for the year at the Annual General Meeting in April;
- Pay by cheque counter-signed by any two of the President, Vice-President, Secretary, or Treasurer;
- Collect Annual Dues before or during the month of September and pro-rated dues for members who join mid-year;

- Ensure all members receive membership cards when they pay their dues;
- Contact delinquent members and advise the President and Secretary of members more than three months in arrears on their Annual Dues;
- Submit Club account for an annual audit;
- Prepare a proposed annual budget for review and approval by the Executive Committee and the Club membership no later than 45 days after the start of the Club year (September 1st).

#### SERGEANT AT ARMS

##### 4.5

The Sergeant at Arms shall;

- Look after the well-being of Club guests;
- Maintain Attendance Record for monthly meetings;
- Set up and keep meeting room in good order;
- Before each meeting, make sure that each member assigned to the night's activities can perform them, and let the President know;
- Call meeting to order;
- Run the Club Draw

#### RING REPORTER

##### 4.6

The Ring Reporter shall;

- Prepare a report on each Club monthly meeting and major activity (e.g. Magic Banquet/Dinner, Magic Shows, Picnic) and submit it promptly in accordance with directions provided by the IBM Linking Ring Reports Editor.

#### MEMBERS AT LARGE (2)

##### 4.7

The Members at Large shall assist the Board of Directors in its duties and do other tasks assigned by the President.

#### ARTICLE 5 FINANCIAL

##### 5.1

No officer or other member of the Club shall make any expenditure or enter into any contract that becomes a financial obligation of the Club, unless the expenditure or contract has been approved by the Executive Committee and/or the Club members. Those responsible for major functions (e.g. shows, dinner/banquet, picnic) shall submit a budget to the Executive Committee for approval before committing funds.

##### 5.2

An emergency fund in the amount agreed upon by the Club members at the Annual General Meeting shall be established for the President to pay for unforeseen expenses. Payments made from this fund must be reported to the Club members who may vote to sustain it at the original level. Approval for payment of an extraordinary expense beyond the limit of the fund shall be authorized only upon the prior approval of the Club members.

##### 5.3

The President shall appoint an auditor, who may be a member of the Club, to conduct an annual audit. The audit shall be completed before the handing over of treasurer duties to a new officer on September 1st.

## ARTICLE 6 ELECTIONS

### 6.1

A Nominating Committee which consists of one or more Active members shall be appointed by the President at least 60 days before the Annual General Meeting (April) to submit a slate of recommended candidates for positions on the Executive Committee for the following Club year (September 1 to August 31).

### 6.2

The Nominating Committee shall contact the Voting Membership for their views before preparing a recommended slate of candidates and shall ensure those nominated agree to let their names stand for office.

### 6.3

The recommended slate shall be published in the Club Magic Newsletter one month before the Annual General Meeting.

### 6.4

A vote on the proposed slate shall be taken at the Annual General Meeting.

## ARTICLE 7 MEETINGS

### 7.1

The Club shall hold a meeting each month except July and August and such other times as the Active members decide. Location, dates and times shall be decided by the Executive Committee after consultation with Club members.

### 7.2

Members must check with the Club President or Vice-President before inviting a guest to a Club meeting.

### 7.3

The Annual General Meeting shall be held in the month of April, when:

- The Executive Committee for the following year shall be elected.
- The Treasurer shall present the annual financial report.
- Annual dues for the following year shall be set.
- Amount in President's emergency fund shall be approved.

## ARTICLE 8 AMENDMENTS TO CONSTITUTION & BYLAWS

### 8.1

The Constitution or Bylaws may be amended by agreement of three-fourths of the Voting Membership attending at a regular Club meeting provided the following are met:

- There is a quorum present.
- The amendment(s) must have been read aloud and/or a printed copy distributed at the previous regular meeting.
- The membership must have been notified of the proposed amendment(s) in the Magic Newsletter before voting takes place.

## ARTICLE 9 GENERAL

### 9.1

The Executive Committee shall maintain a Policy and Programs Manual containing specific policy on the routine operation of the club, and includes how to plan and conduct club programs and activities. The Manual shall be updated annually.

### 9.2

Robert's Revised Rules of Order shall govern Club meetings when it does not conflict with the Club's Constitution and Bylaws.