

Section I: Intent and Interpretation of By-Laws

1.0 Purpose of by-laws. These by-laws were developed for the following purposes:

1.1 To define the purpose and direction of the Des Moines Science Fiction Society and its sponsorship of DemiCon, an annual science fiction, fantasy, and gaming convention and other DMSFS sanctioned events such as the DemiCon Lites and the SACCs.

1.2 To define the duties, responsibilities, rights, and authority of its officers, ConCom, appointees and/or committees, and members.

1.3 To provide a set of guidelines for settling disputes.

2.0 Interpretation of by-laws. Whenever possible, these by-laws should be interpreted by intent first, rather than literal wording.

3.0 Definition of terms. The following are definitions of terms used in these by-laws.

3.1 DMSFS – An acronym meaning "Des Moines Science Fiction Society."

3.2 Definition of meetings. A DMSFS meeting is a scheduled gathering of DMSFS members (as defined in section IV).

3.3 Virtual member – Any member not in the physical, who is viewing, listening or participating, in an online/digital/audio DMSFS meeting (not limited to Facebook, Skype, or other media).

3.4 Attending member – Any person physically attending a DMSFS meeting.

3.5 Voting member – Any member who has met the requirements for voting on various DMSFS issues (see requirements in section V).

3.6 Attending voting member – Any member who may vote and is attending a DMSFS meeting in person.

3.7 Proxy voting member – Any member who may vote and who submits his/her vote by proxy.

3.8 Whiffletree – The pivoted horizontal crossbar to which the harness traces of a draft animal are attached.

3.8a Not a hitching post.

3.9 Convention – A DMSFS approved gathering of fans, under the direction of a ConCom as elected by the DMSFS organization.

3.10 DemiCon – The official name of DMSFS’ annual science fiction, fantasy, and gaming convention.

3.11 Officer – DMSFS member elected to an official club office.

3.12 ConCom – DMSFS members elected to the convention steering committee.

3.13 Appointee – DMSFS member selected to administer Approved Post, short-term project task, DemiCon department head, or a group of DMSFS members selected to serve on an Interim or Long-term Committee.

3.1415 Pie are round, cobbler are square.

3.15 Committee – A group of appointees selected to administer an approved goal.

3.16 Club Property – Any material goods or assets purchased with DMSFS funds, donated to either DMSFS or DemiCon, and all tangible and intellectual products (e.g.: club slogan, motto) produced by DMSFS for DMSFS.

3.16a Club Purposes – Use of club property at any sanctioned function during a DMSFS meeting, a DMSFS event, or DemiCon.

3.16b Promotional Purposes – Use of club property by club members at functions/events to promote DMSFS and/or DMSFS sanctioned events (e.g.: room parties at other conventions).

3.16c Outside Purposes – Use of club property by club members or others for activities not associated with DMSFS or DemiCon.

3.17 Officers as board of directors. For purposes of incorporation and other legal paperwork, officers shall be considered as members of the DMSFS board of directors.

3.18 Grievances – An official statement or complaint over something believed to be wrong, unfair, or in violation of these bylaws.

3.19 Super Committee – the current board members in conjunction with all currently servicing elected ConCom members.

3.20 Semi-Annual Constitutional Collective (SACC) – semi-Annual gathering of the DMSFS membership to review these bylaws – and have fun.

4.0 Relationship of DMSFS to DemiCon. DemiCon is DMSFS’ annual science fiction, fantasy, and gaming convention. As DMSFS is the official and sole sponsor of DemiCon, and as DemiCon personnel are considered to be members of DMSFS those rules governing DMSFS (i.e.: these by-laws) are to be considered to govern DemiCon as well.

Section II: General Goals

1.0 Definition of purpose. DMSFS is a non-profit organization that was created and exists for the following purposes:

1.1 To provide a resource group for those interested in science fiction and related areas (e.g.: fantasy, gaming, and related genres).

1.2 To promote interest in science fiction and related areas.

1.3 To sponsor DemiCon.

1.4 To provide related educational opportunities.

1.5 To ameliorate society via the integration of geeks, nerds, and norms by providing a safe and accepting environment that promotes hospitable interactions.

Section III: Membership

1.0 Persons qualified for membership in DMSFS. Membership in DMSFS is open to all sentient beings, regardless of race, ethnicity, religion, creed, sex, gender, age, number of limbs, nation or planet of origin, or any other identities represented among our diverse society.

2.0 Payment of dues for voting members. Voting membership may elect at a future date to require payment of dues as a prerequisite for becoming a "voting member" (see section V).

3.0 Payment of dues for non-voting members. Payment of dues may *never* be required of anyone simply to become an attending member (see section I).

Section IV: Meetings

1.0 Definition of meetings. A DMSFS meeting is a scheduled gathering of DMSFS members in which attendance is recorded and turned into the club secretary. At least 5 attending members including at least 1 officer must be present, and the primary function is to advance the club purpose.

2.0 Meeting times. Meetings must be scheduled in advanced and notification of the dates, times, and locations provided to the membership.

3.0 Changing of meeting times. Voting membership may, at any time, elect to temporarily or permanently change the time of meetings.

4.0 Place of meetings. DMSFS members may meet anywhere they darn well please, including, but not limited to: homes, restaurants, bars, small wooden crates, alternate dimensions, and multi-generational starships.

5.0 Emergency meetings. Emergency meetings may be called if circumstances warrant by any acting board member. As much notification as possible must be provided to the club membership.

5.1 An emergency meeting must have both recorded attendance and meeting notes which will be turned into the DMSFS secretary. At least 3 attending members which must also include at least 1 board member, must be present and the primary function is to advance the club purpose (as defined in section II).

6.0 Virtual participation.

6.1 Virtual attendance. Virtual attendance does not contribute to the qualifications of attending membership nor voting membership (as defined in section II) unless permitted on an individual basis by the DMSFS board.

6.2 Virtual meeting. Virtual meetings may be used to conduct necessary preliminary business. However, votes may not be taken at virtual meetings.

7.0 Attendees of DemiCon. Attendees of DemiCon are considered attending members.

8.0 Meetings during events. SACCs, and DemiCon Lites, or other similar events, are not events that contribute to voting membership rights. However, DMSFS meetings (which DO contribute to voting membership rights) can be held during these events, provided the meeting meets DMSFS meeting requirements (as defined in section IV).

Section V: Voting

1.0 Definition of voting. Voting is the method whereby the membership of DMSFS will decide who will occupy official positions, and what courses of action the organization may take on certain issues to advance the club purpose (as defined in section II).

2.0 Requirements for voting membership. Any member of DMSFS may potentially become a voting member. The following requirements must be met to become a voting member.

2.1 The member must have attended at least 2 meetings prior the voting meeting (which may include the member's initial meeting) within the last 6 earth months.

2.2 The member must be at least 13 standard earth years old.

2.3 The member must have his/her dues paid in full, should the membership have elected to require payment of dues (see section III).

2.4 The member must have at least the I.Q. of a small soap dish.

3.0 Soapdish is a movie with Sally Fields.

4.0 Voting by proxy. If a member meets the requirements for voting, that member may vote by proxy.

4.1 Proxy votes are submitted by sending a signed letter or sending an email via a previously registered email address to the Speaker (see section VII), or by recording an identifiable voice mail message on DMSFS voice mailbox with the proxy prior to the time of the vote.

4.2 Each member must submit their own proxy (i.e.: a member may not submit their own and another's proxy).

4.3 The board may allow or revoke proxy voting rights to a DMSFS member on an individual basis regardless of whether the member's attendance requirements have been met.

4.3a Situations warranting granted proxy voting permission may include but are not limited to: health issues preventing physical attendance, dislocation due to military deployment or service, or work scheduling conflicts.

4.3b Situations warranting revocation of proxy voting permission may include but are not limited to: membership revocation, or votes received after voting deadline.

5.0 Issues requiring membership vote. The following agenda items *must* be brought to a vote:

5.1 Election of DMSFS officers.

5.2 Election of ConCom members.

5.3 Forced removal of DMSFS officers or ConCom from office.

5.4 Forced removal of DMSFS officers from the bar and The Cantina.

5.5 Any expenditure not directly related to a convention with the following exceptions:

5.5a Maintenance expenditures for club property not exceeding \$200.

5.5b Acquisition of new club property not exceeding \$50.

5.5c Club location meeting expenses not exceeding \$20/meeting.

5.5d Incidental expenses of board members needed to fulfill DMSFS's purpose not exceeding \$25.

5.6 Individual expenditures for purposes of a convention exceeding \$500 with the exceptions of:

5.6a Annual liability insurance.

5.6b Guest transportation for the convention (see section VIII).

5.6c Facility contracts

5.6d Printing of the program books for a convention.

5.7 Approval of public events to be carried out under the DMSFS or DemiCon name.

5.8 Determining the answer to exceedingly strange questions, such as, "how many gallons of Beam's Choice would be required to fill the capitol dome?"

5.9 Amendments and changes to these by-laws.

6.0 There is no paragraph 6.

7.0 Time of voting. Once the need for a vote has been determined, voting will take place at a time determined by the following rules:

7.1 Issues requiring membership vote as outlined in paragraph 5 above, must remain open for a minimum of 2 meetings prior to the vote. This is intended to allow those voting members not in attendance to be informed of voting and voting alternatives, and to give such members time to submit their vote by proxy if necessary.

7.1a Voting may take place at a subsequent meeting after the motion or nomination is closed.

7.2 If an acceptable reason for expediency can be agreed upon by attending members, the deferred-voting requirement outlined in sub-paragraph 7.1 above may be waived for a given vote.

8.0 Voting on non- required issues. Voting membership may vote on other issues not listed in paragraph 5 above upon the motion being put forth and seconded by any attending members.

8.1 Voting motions made at a meeting which fall outside the normal required membership voting issues may be voted upon at the same meeting the motion was seconded.

9.0 Other voting issues. The following guidelines will be used in determining voting results, validity, and method:

9.1 Unless otherwise specified, results of voting issues are determined by simple majority of those casting a vote (attending voting and proxy voting members); (i.e.: those attending a meeting but abstaining from a vote are not counted in determining the majority percentage_.

9.2 Voting may be done by either open or closed ballot, as determined by the voting membership at the time of the vote.

9.3 Ties will be determined via coin flip in which the Yeas call the flip, or by Rock Paper-Scissors-Lizard- Spock.

Section VI: There is NO Section VI

Section VII: DSMFS Officers

1.0 DMSFS Speaker. Voting membership must elect a Speaker who will perform the following duties:

1.1 Act as signatory for official documents, dossiers, and contracts as necessary and/or required by law to fulfill the DMSFS purpose.

1.1a The filing of all documents, dossiers, and contracts as stated in section VII above.

1.1b The Speaker is responsible for the management, completing, and filing of the bi-annual report (which must be filed by April 1st).

1.1c Submission of the Change of Agent form with the state of Iowa must be completed upon change of Speaker, by the newly elected Speaker.

1.2 Call meetings to order (good luck!).

1.3 Maintain order at meetings by exercising his/her privilege to grant or revoke the floor to/from any member, and, if that doesn't work, shooting offending members in the heinie with a phaser.

1.4 Select his/her own official title by which he/she will be known during his/her term of office (e.g.: Speaker, Tyrant, High Confused One, etc.).

1.5 Greet and welcome visitors and new members.

1.6 Appoint members to administer approved posts as outlined in Section IX or personally assume the responsibility for the duties of the approved post(s).

1.7 Select other appointees or interim committees as necessary under the guidelines in Section IX.

1.8 The Speaker may at his/her discretion appoint members to delegate one or more speaker responsibilities or to oversee certain tasks or projects as outlined in Section IX.

1.9 Speaker reserves the right to spontaneously burst into song – literally at any given moment.

2.0 Speaker-of-Vice. Voting membership must elect a Speaker-of-Vice who will perform the following duties:

2.1 Act in the capacity of temporary Speaker should the Speaker not be present at a meeting.

2.2 Select the location for, and otherwise coordinate, any after-meeting meals.

2.3 Coordinate publicity efforts for membership drives and other DMSFS functions, as appropriate.

2.4 Select his/her own official title by which he/she will be known during his/her term of office (e.g.: Speaker-of-Vice, Lackey Scum, The-Power-Behind-the-Throne, etc.).

2.5 If needed, select an appointee to handle temporarily any of the responsibilities (previously mentioned under section VII).

3.0 Scribbler. Voting membership must elect a Scribbler who will perform the following duties:

3.1 Keep a copy of the current by-laws and note the need for any by-law amendments.

3.2 Track and announce official calendar events as set forth in these by-laws, such as elections.

3.3 Coordinate agendas for each meeting with the Speaker.

3.4 Maintain the official attendance records for attendance at the DMSFS meetings.

3.5 Act in the capacity of temporary Speaker, should neither the Speaker nor the Speaker-of-Vice be present at a meeting.

3.6 Select his/her own official title by which he/she will be known during his/her term of office (e.g.: Scribbler, Keeper of Arcane Secrets, Lord or Lady Anal, etc.).

3.7 If needed, select an appointee to handle temporarily any of the responsibilities (previously mentioned under section VII).

4.0 Money Mogul. Voting membership must elect a Money Mogul who will perform the following duties:

4.1 Keep and reconcile all DMSFS financial records.

4.2 Provide a final reconciliation of DMSFS financial records with the financial records of each convention.

4.3 Make an income and expense report available to the membership within two weeks of any request to do so.

4.4 Complete any financial or tax forms required for DMSFS.

4.5 Act in the capacity of temporary Speaker, should Speaker, Speaker-of-Vice, and Scribbler all be absent during a meeting.

4.6 Select his/her own official title by which he/she will be known during his/her term of office (e.g.: Money Mogul, Bean Counter, Scrooge, etc.).

4.7 If needed, select an appointee to handle temporarily any of the responsibilities (previously mentioned under section VII).

5.0 Resource Wrangler. Voting membership must elect a Resource Wrangler who will perform the following duties:

5.1 Maintain an inventory of all DMSFS property.

5.2 Fill out and file any necessary warranty information.

5.3 Coordinate with the technical service departments as appointed by ConCom to facilitate property use at a convention and related venues.

5.4 Resource Wrangler will ensure and enforce the guidelines (as described in section XI) for use of DMSFS property.

5.5 See to the appropriate storage of club property.

5.6 Oversee the repair and maintenance of DMSFS property as recommended by the manufacturer or as needed; and as specified in Section XI.

5.7 Select his/her own official title by which he/she will be known during his/her term of office (e.g.: Stuff Watcher, Chattels Baron, etc.).

5.8 Act in the capacity of temporary Speaker, should Speaker, Speaker-of-Vice, Scribbler, and Money Mogul all be absent during a meeting.

5.9 If needed, select an appointee to handle temporarily any of the responsibilities (previously mentioned under section VII).

6.0 Other officers. Voting membership may elect in the future to create other offices (fundraising chairperson, dictator, dog-washer, etc.), if the need arises.

7.0 Absence of all DMSFS officers from a meeting. If no DMSFS officers are present at a meeting, said meeting will not be considered a DMSFS sanctioned event nor meeting. Have fun all the same! **8.0** Election of officers. The following rules govern the time and method of electing DMSFS officers:

8.1 Nominations for officers will take place annually at the first and second meetings in September.

8.2 All nominations must be seconded.

8.3 A person may nominate or second themselves for office, but not both.

8.4 Nominees may decline a nomination.

8.5 Officers must be elected by the voting membership, following the rules of voting given in section V above.

8.6 A person who is already serving on the ConCom may still be elected to and allowed to hold a DMSFS office.

9.0 Terms of office. The following rules govern officers' terms of office:

9.1 Officers will hold office for a period of one year, except for the Money Mogul, who will hold office for a period of two years.

9.2 Officers may be re-elected to office an unlimited number of times.

10.0 Voluntary vacating of office. An officer may voluntarily resign from office.

11.0 Removal of officers. If necessary, voting membership may remove an officer from office before the end of his/her term, following the rules (as outlined in section V).

11.1 Replacement officers are elected as described in section VII above. They will serve out the remainder of the removed officer's term.

11.1a Replacement officer elections must follow the same process as previously described in section VII. The nomination period begins immediately following the removal of an officer.

Section VIII: Convention Steering Committee (ConCom)

1.0 Definition of the ConCom. The ConCom shall consist of 3 persons whose duties include the following:

1.1 To oversee all phases of planning and execution of the annual science fiction fantasy and gaming convention known as DemiCon.

1.2 To appoint department sub-heads for various convention functions, if necessary.

1.3 To responsibly budget and oversee the financial aspects of DemiCon.

2.0 Election of ConCom members. The following rules govern the election of the ConCom members:

2.1 Nominations for concom must take place no more than 30 months and no less than 20 months prior to the convention for which they are to serve.

2.2 All nominations must be seconded.

2.3 A person may nominate or second themselves for ConCom, but not both.

2.4 Nominees may decline a nomination.

2.5 Nominees who agree to serve must have their heads thoroughly examined.

2.6 Con Com Elections may be held when nominations are complete, and must be held no less 18 months prior to the convention for which they are to serve.

2.7 ConCom must be elected by the DMSFS voting membership, following the rules of voting given in section V.

2.8 A group of three people may choose to run together as a "ticket." Voting membership must vote to either accept or reject the "ticket."

2.9 A person who is already holding a club office may still be elected to serve on the ConCom.

3.0 Re-election of ConCom members. Any DMSFS member may run for ConCom re-election an unlimited number of times.

4.0 Terms of service for concom. The follow rules govern the ConCom's terms of service:

4.1 The ConCom's dates of service will endure from date of election through the closing of the books for said ConCom's convention.

4.1a The ConCom shall not be released from service until the DSMFS Money Mogul has approved the closing said ConCom's conventions books.

4.1b Whenever possible, the books for any given convention should be closed within 3 months of the end of the convention.

5.0 ConCom Vacancies.

5.1 Voluntary vacating of ConCom position. Any ConCom member may voluntarily resign from his/her position.

5.2 Removal of ConCom members from office. If necessary, voting membership may remove any or all ConCom members from office before the convention for which they are to serve, (following rules as outlined in section XIV).

5.3 Filling ConCom vacancies. Replacement ConCom members may be selected by the remaining members of the current ConCom, but must be confirmed by the voting membership of DMSFS with a majority vote. The vote is subject to sub-paragraphs 2.2 and 2.4.

5.3a Should all current ConCom seats be vacated, the Convention Steering committee shall become the responsibility of the DMSFS board, until such time as a replacement ConCom can be elected (following the rules as described in section 8).

6.0 Why was six afraid of seven?

7.0 ConCom rights. The decisions of elected ConCom members are final (i.e.: not subject to voting membership approval) in the following areas:

7.1 Individual expenditures for the convention of less than \$500.

7.2 The finalized programming schedule.

7.3 Optional selection of department sub-heads and/or a ConCom alternate.

7.4 Persons who will serve on panels, or otherwise participate in programming items.

7.5 Persons receiving complimentary memberships.

7.6 Collectively or individually, the ConCom may select monikers for the duration of their service.

8.0 ConCom responsibilities. The ConCom has the following responsibilities:

8.1 Informing DMSFS membership of individual Convention expenditures for the convention of more than \$500, which must then be approved by voting members (per voting rules as outlined in section V).

8.2 For the purposes of record keeping, the concom must either manage or delegate the responsibilities of the following departments for the convention: registration, convention membership database, publicity, program book and other printed materials, art show, dealer's room, programming, guest liaisons, volunteers, technical services, website, Con Suite, hotel liaison, gaming, and rangers/security.

8.3 Other departments may be appointed at the ConCom's discretion.

8.3a The DMSFS board may require additional departments.

8.4 Having at least one ConCom member present at each DMSFS meeting, who must provide a report of ConCom activities since the last meeting, and must be able to provide a full report of progress-to-date at DMSFS meetings upon request.

8.5 Responsibly budgeting for the convention and accurately tracking income and expenditures on behalf of the convention.

8.5a The ConCom or financial department head is expected to work with the DSMFS Money Mogul to keep up-to-date financial information, and must be able to produce a financial report for review by any DMSFS member upon request, within a period of two weeks.

8.5b The DMSFS Money Mogul must review and approve the final books prior to the ConCom and (if applicable) the financial department head being released per their terms of service.

8.6 Leprechaun gold will not be considered an acceptable form of currency.

9.0 Other considerations. The following rules govern other actions of the ConCom:

9.1 Unless otherwise specified in these by-laws, decisions concerning the handling and running of the convention are initially left to the discretion of the ConCom.

9.2 Unless otherwise specified in these by-laws, any decision or course of action by the ConCom (other than the removal of DMSFS members, department heads or the removal of a ConCom seat) may be challenged by any DMSFS member. How the issue is resolved is determined by normal voting rules (section V).

9.3 Common sense.

Section IX: Appointed positions

1.0 Appointees are DMSFS members selected by the Speaker to whom specific short-term (six-months or less in duration) tasks and/or projects are delegated (e.g.: Art Center liaison, etc.)

1.1 Appointees serve at the discretion of the Speaker and are accountable to the Speaker.

1.2 The Speaker is ultimately responsible for the duties of the Appointee.

1.3 Appointees may choose a title to be used for the duration of their appointment.

2.0 Approved Post is a long-term or continuing appointed position filled by a DMSFS member selected by the Speaker.

2.1 Approved Posts must be sanctioned by the DMSFS membership.

2.2 Post Appointees serve at the discretion of the Speaker and their term of service runs concurrent with that of the Speaker. The Speaker has the option to replace an appointee or vacate any Approved Post at any time.

2.3 Post Appointees should be selected or reconfirmed within one month of the Speaker taking office.

2.4 Duties of any vacant Approved Posts are the responsibility of the Speaker.

2.5 Post Appointees may choose a title to be used during their Approved Post tenure.

2.6 Current Approved Posts include: Discussion leader, webmaster, paradox editor, communications/social media manager (note: The communications/social media manager post may be subdivided).

2.6a Additional Approved Posts may manifest at any time under the Speaker's direction with the DMSFS discretion.

3.0 Interim Committee is a group of DMSFS members selected by the Speaker to accomplish specific short-term (six-months or less in duration) goal or task (e.g.: hotel search committee, standards committee, etc.).

3.1 Interim Committees shall be created and filled at the discretion of the Speaker on an as-needed basis.

3.2 Interim Committee appointments are valid for the duration of the assigned task.

3.3 The Speaker has the discretion to discontinue any and/or all Interim Committee appointments.

3.4 Interim Committees are allowed to debate questions such as "How many non-organic life forms does it take to screw in a light bulb?"

4.0 Long-Term Committee is a group of DMSFS members appointed by the Speaker to accomplish a specific continuing task or project (e.g.: the networking committee).

4.1 Long-term Committees must be sanctioned by the DMSFS membership.

4.2 Long-term Committee appointments should be selected or reconfirmed within one month of the Speaker taking office.

4.3 The DMSFS membership must approve the discontinuation of a Long-term Committee.

5.0 Club officers or ConCom may hold one or more appointed positions while serving an elected term. Appointed duties shall be considered separate from elected office.

6.0 Other Considerations

6.1 No Appointee shall be considered to have any standing for purposes of incorporation or any other legal paperwork.

6.2 Appointees may voluntarily vacate their appointment at any time.

Section X: Finances

1.0 Statement of financial goals. The DMSFS is a non-profit organization that aspires to remain fiscally stable. The primary responsibility for maintaining fiscal solvency falls upon the club Money Mogul and the ConCom (as outlined in sections VII and VIII above; however, all DMSFS voting members must help to ensure that expenses do not exceed income.

2.0 Financial separation of DMSFS and DemiCon. The financial records of DMSFS and DemiCon are one-and-the-same.

3.0 Disbursement of monies upon disbandment. Should DMSFS ever be dissolved, any money in DMSFS accounts must first be used to pay off any existing debts. Any remaining money and property will be given to the Greater Des Moines Public Library system, for the express purpose of purchasing materials related to the themes of science fiction, science fact, gaming, and fantasy.

Section XI: DMSFS Property

1.0 DMSFS Property. Unless otherwise agreed upon in advance by DMSFS membership, any items donated to DMSFS and/or DemiCon, purchased with DMSFS monies, or is the tangible product of DMSFS (e.g.: logo, database contents, membership lists, etc.) are the property of DMSFS.

2.0 Consumables are tangible goods which are depleted by usage (e.g.: office supplies, food, drink, etc.).

2.1 Obsolete and/or perishable consumables from DemiCon may be used for other DMSFS purposes or donated at the discretion of ConCom.

2.2 Obsolete and/or perishable DMSFS consumables may be used at DemiCon or donated at the discretion of the Resource Wrangler and the Speaker.

2.3 Such donations should be made to needy individuals, charitable organizations, or chucked from a very large trebuchet.

2.4 Sale of obsolete and/or perishable consumables requires DMSFS approval and should be for a fair market value.

3.0 Non-Consumables. DMSFS property of a non-consumable nature are tangible goods that are reusable (e.g.: electronic equipment, popcorn machine, etc.).

3.1 DMSFS Property may not be loaned, rented, donated, or sold without the DMSFS board's approval.

3.1a Permission to use DMSFS Property for DMSFS purposes is assumed.

3.1b Use of DMSFS Property by members or others outside of club purposes requires a donation from the persons/group using the property. Users must also sign appropriate damage waivers and are financially responsible for any damages other than normal wear and tear as determined by the Resource Wrangler.

3.1c For security and liability purposes, the following types of equipment are not available for use outside of DMSFS purposes: computers, tablets, square readers, defibrillator etc. **3.1d** The Resource Wrangler and the Speaker must approve the use of DMSFS Property by members for promotional purposes directly related to DMSFS or DemiCon. Members must sign appropriate damage waiver and are financially responsible for the property but do not need to make a donation.

3.2 DMSFS property must be checked in and out with the Resource Wrangler and will be inspected before and after each use.

4.0 Maintenance. All DMSFS property maintenance and repair shall be coordinated through the Resource Wrangler.

5.0 Property Privileges. Repeated failure to observe the guidelines in Section XI will result in forfeiture of privileges to DMSFS property at the discretion of the Resource Wrangler and the Speaker or ConCom as appropriate.

6.0 Property Transactions. All property transactions shall be done in accordance with any applicable local, city, county, state, and Federal laws and regulations.

Section XII: There is *STILL* No Section VI

Section XIII: Sponsorship of Activities

1.0 Sponsorship of DemiCon. The primary activity sponsored by DMSFS will be DemiCon, an annual science fiction, fantasy, and gaming convention.

2.0 Sponsorship of Additional Activities. DMSFS membership may, at any time, decide to sponsor additional activities. The following rules govern the proposal and execution of such activities:

2.1 Any DMSFS member may submit an activity proposal.

2.2 Members wishing to present a activity proposal to DMSFS must petition the Scribbler to be included in the meeting agenda.

2.3 Activity proposals should include the following information, as applicable: goals, objectives procedures, anticipated timeline, required resources, and proposed budget information.

2.4 Any activity proposal that requires the use of DMSFS funds, or any activity that will be conducted under the DMSFS or DemiCon name, must be approved by the voting membership, as set forth in section V.

2.5 No activity involving either substantial amounts of liquid nitrogen or the music of Yoko Ono shall be proposed, considered, approved, or undertaken by DMSFS membership.

2.6 If an activity is approved, the proposer of the activity is responsible for either overseeing the execution of the activity or finding another person who will accept the responsibility to do so.

Section XIV: Harassment policy

1.0 For the purposes of DMSFS and DMSFS sanctioned events, the definition of Harassment shall be as follows: h any form of behavior that is unwelcome, unreciprocated, and/or unsolicited which makes an unpleasant, humiliating, and/or intimidating environment for the person who is the target of that behavior.

2.0 The purpose of having a harassment policy is to provide a safe and welcoming atmosphere for all and to allow for a wide diversity of beliefs, lifestyles, and morals.

3.0 DMSFS adopts and maintains the following protocols.

3.1 If you mean NO — say NO.

3.2 If you hear NO — STOP!

3.2a Hearing NO. When someone says NO, then all relevant actions, verbal and/or physical, must stop immediately.

3.2b It is understood that any continuation of the subject in question is incumbent upon the person saying NO to initiate.

4.0 If you witness someone having trouble saying or hearing NO — get involved using your best judgment.

4.1 Witnessing an incomplete NO. There are times when we may be witness to someone struggling or unable to voice NO, or there may be someone who has not recognized that NO was spoken. In either case, we have an obligation as convention attendees/DMSFS members to intercede in the situation to make sure all parties reach the correct understanding.

5.0 If you experience or see harassment at DemiCon, contact a DSMFS officer, recognized ranger/security, ConCom, or report it to the Hub.

5.1 If you experience or see harassment at a DMSFS meeting or event (not DemiCon), contact a DMSFS officer or the organizer of the event.

Section XV: Filing of Grievances

1.0 Grievances should be filed in the event that the actions/decisions of anyone presenting themselves as a DMSFS member, or attending a DMSFS sanctioned event, is found to be in violation of these by-laws, the DMSFS Harassment Policy, or any state/federal/local laws.

2.0 Submission of grievances and complaints

2.1 If you need to file a grievance at DemiCon, contact a DMSFS officer, recognized ranger/security, ConCom, report it to the Hub, or email your grievance of the issue to info@dmsfs.org.

2.2 If you need to file a grievance at a DMSFS meeting or event (not DemiCon), contact a DMSFS officer, the organizer of the event, or you may email your grievance of the issue to info@dmsfs.org.

2.3 Grievances should be filed and submitted as soon as possible to allow for the timeliest resolution.

3.0 Grievances should always be submitted in the first person or by a witness of the event. Grievances will not be accepted nor reviewed from parties that were not involved in and did not witness the event in question.

4.0 All grievances will be reviewed and responded to by a member of the DMSFS board, the Super Committee, or ConCom.

4.1 The DMSFS board reserves the right to decide and implement any necessary corrective action measures to address the grievance. However, permanent exclusion in DMSFS activities can only be motioned, seconded, and voted on by the super committee.

4.2 A list of ejected members will be maintained by the Scribbler.

4.3 Any member ejection immediately nullifies any other member status.

4.4 Member ejections will be communicated to the DMSFS by the Super Committee.

5.0 Consequences of grievances. Failure to adhere to DemiCon and DMSFS's policies may result in one or more of the following:

1. Mediation by the ConCom/officers and convention's rangers with all parties involved in an incident.
2. Verbal warning.
3. Removal of membership and ejection from a specific DMSFS sanctioned event.
4. Contacting local law enforcement.

5.1 Wherever and whenever possible, the DMSFS board will work to coach the DMSFS member so as to avoid a more severe consequence.

6.0 If there is a grievance issued against you, you will have no direct contact of any sort with the DMSFS person(s) registering the grievance(s). This includes voice, written, electronic, and face-to-face contact.

6.1 Inadvertent contact during the course of DMSFS and convention events is sometimes unavoidable and must not be used as a method of initiating unwanted attention.

Section XVI: Amendment of by-laws

1.0 Provision of amendments to by-laws. These by-laws may be amended as the DMSFS voting membership sees fit. Voting concerning proposed by-law amendments follows the voting rules outlined in section V.

2.0 Semi-Annual Constitutional Collective (SACC). Twice a year, the members of DMSFS will have access to a posted current copy of these by-laws so that amendments and changes can be nominated for further review.

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