

The Bylaws of the National Fantasy Fan Federation (1984)

Bylaws of the National Fantasy Fan Federation

I. Authority

Under the authority implied in Article II, Section 3 of the Constitution of the NFFF, the Directorate shall establish certain Bylaws to regulate the affairs of the organization, such Bylaws to be effective when approved by a majority vote of the Directorate as set forth in Article II, Section 4, of the Constitution. The secretary of the N3F shall keep a permanent record of the Bylaws, and current Bylaws shall be published in the Official Organ of the N3F not less often than once a year.

II. The Directorate

1. The Chairman of the Directorate shall report to the membership all measures passed by the Directorate. The Chairman of the Directorate shall maintain updated copies of the Bylaws, distribute them to the Directorate, President, Secretary, Treasurer, and Official Editor of TNFF, at the beginning of the year and whenever changed, and turn them over to his/her successor.
2. Copies of all official Directorate correspondence shall be sent to the President, Secretary, and Treasurer.
3. Each Directorate shall adopt standing rules of procedure, which shall remain in force for the Directorate of the following year, until such time as the new Directorate shall vote to accept them or adopt new rules.
4. The Directorate representative to N'APA shall have the following duties:
 - a. To bring before the Directorate any items of business regarding N'APA which need Directorate attention.
 - b. To act as a trouble-shooter in cases where there has been an actual or alleged dereliction of duty on the part of the Official Editor of N'APA.
5. The number of Life or Honorary members created by Directorate vote may not exceed 1% of the total membership of the NFFF. This rule shall not operate to reduce the number of existing Life memberships at any time.
6. A Director who has not voted or participated in Directorate discussion or correspondence in any period of three consecutive months may be declared inactive by the Directorate, and may be removed by the President for this cause only, without prejudice.

III. The Secretary & Treasurer

1. The Secretary may bill the Treasury, as needed, for expenses incurred in the discharge of the office, including the purchase of supplies for new members, the sum not to exceed \$35 per year.
2. The Secretary will maintain a current membership roster, and will report new memberships, renewals, and changes of address to the President, Treasurer, Official Editor, Chairman of The Welcommittee, and such other officers as the President may direct, not less often than once a month.
3. The Treasurer will prepare a yearly report of all income to the N3F Treasury and an itemized list of expenditures. Also included in this report will be a listing of items which will require additional outlays, in the forthcoming year from the Treasury, and have been approved by the Directorate, but have not yet been paid. This report will be prepared for the first issue of TNFF to appear in the year following the year which the report covers.

IV. Elections

1. All candidates must, by the filing deadline of August 1st of each year, have paid their dues for the year in which they will hold office if elected, and agree to serve if appointed under Article II, Section 5 of the Constitution.
2. In addition to the regular candidates listed on the ballot, members may write in the name of any member in good standing as a candidate for any elective office. Any candidate so elected must submit a written statement of his willingness to serve plus the dues for the year in which he will serve, to reach the Secretary within 14 days of his notification of election. In the event of non-compliance with the foregoing, the election will be voided and the candidate receiving the next highest number of votes for that office will be declared the winner.
3. Annual election ballots are to be printed in the September issue of TNFF. Members may submit a photocopy of the election ballot rather than the ballot itself. Each ballot shall include space for the N3F member to write their name in print, provide their signature and also the date the ballot was completed. Ballots for Constitutional amendments and other membership referendums may also be sent out with TNFF.

V. Publication

1. REGULAR PUBLICATIONS OF THE NFFF. The NFFF has two regular publications, the Official Organ, and the letterzine, which shall be provided free to all N3F members in good standing.
 - a. The Official Organ, currently titled THE NATIONAL FANTASY FAN, and the Letterzine, currently titled TIGHTBEAM, are published in February, April, June, August, October and December.
 - b. The publishers of these two publications are appointed by the President.

c. The Publisher of either of the regular publications will be reimbursed for his expenses in publishing the magazine

(1) a maximum of 53¢ per member per issue plus the cost of postage, to be paid for any no more than “third class” rate and the 53¢ to include only the actual expenses necessary to publish the issue,

(2) if it is mailed in the month it was scheduled to appear, and

(3) if the publisher submits an itemized bill to the treasurer.

d. Any unused portion of the 53¢ allocation may be permitted to accumulate for the purpose of paying for an unusually large issue. All unused funds shall revert to the Treasury at the end of the year.

e. The Publisher shall print enough copies to send to every member of the NFFF as of the date of publication, plus extra copies for the President, Secretary, and head of Recruiting, and any other extra copies that the President may direct the Publisher to print. These extra copies shall also be paid for at the rate of up to 53¢ each, plus the actual costs of mailing them to the proper persons.

f. If a Regular Publication of the NFFF does not appear within the month it was scheduled, the sum allocated for its publication will revert back to the treasury and may not be allowed to accumulate. However, if the Directorate agrees with the publisher that the reason for the delay was compelling, the Directorate may vote to pay for any issue that does not actually appear, however late, upon petition by the Official Editor.

g. In the event a Regular Publication does not appear as scheduled and the President appoints a Stand-by Editor to publish it, this Editor will be reimbursed as if he were the regular Editor if the magazine is mailed within two months after the appointment by the President and the other criteria have been met.

h. The Official Organ shall contain a list of new members and renewals, as reported by the Secretary; annual publication of the Constitution of the NFFF, and the semi-annual publication of a roster of the membership.

i. Deadlines for material submitted to TNFF shall be the 15th of the month preceding the month of publication. Any deviation from this date must be announced in the previous issue.

j. No single issue of TNFF may exceed 36 pages, without Directorate approval. The Publisher will notify the Chairman of the Directorate of receipt of any issue not conforming to this page limitation, before printing.

k. Advertisements in N3F publication is free, restricted to N3F members, and are subject to space limitations in the judgment of the editor.

l. The N3F Roster, while available for membership use, is not for sale as a mailing list to anyone.

2. PUBLICATIONS BUREAU. The Publications Bureau shall

a. publish or supervise the publication of all NFF publications not of a recurring nature and not published by a bureau of the NFFF.

b. distribute publications that may be of interest to the membership. for a price and on request,

that have been approved by the Directorate.

c. furnish to the Treasurer, not less than bimonthly, an accounting of all funds received and disbursed by this bureau, in such a form as the Treasurer may specify.

d. furnish to the Directorate at the first of the year a list of all the publications that have been approved by the Directorate the previous year and a report on their publication status (published, written, etc.)

3. OTHERS. Publications issued by subordinate Bureaus of the NFFF and not sent to the entire membership shall be sent to the Secretary for information and record. In the case of N'APA, that shall be construed to mean the ALLIANCE AMATEUR or other official business publication and not the entire bundle. The cost will be borne by the Treasury of the NFFF upon presentation of an itemized bill to the Treasurer.

4. NEFFER AMATEUR PRESS ALLIANCE. All N'APA members must be members in good standing of the NFFF.

5. EXCHANGE AGREEMENTS. The President can authorize exchange agreements with other publishers who will receive all N3F publications, and the President or other designated person will receive all their publications.

VI. Rescissions

Directorate motions in the nature of Bylaws passed prior to the original compilation and publication of these Bylaws and not included among them, are rescinded.

VII. Amendments

Amendments to these Bylaws may be made with approval of a majority of the Directorate.

VIII. Dues

Dues are \$8 per year, starting from the first of the month after received by the Secretary. Joint memberships for two persons residing in the same household and receiving one set of TNFF and TB are \$12 per year.