

Standing Rules of Order For the Sacramento Valley Astronomical Society

Notice: These Standing Rules, approved December 12, 2023, are to clarify and supplement Sacramento Valley Astronomical Society (SVAS) Bylaws and Special Rules of Order.

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SECTION 1. SVAS STANDING RULE CONCERNING VOTING AND MEETINGS BY VIDEO CONFERENCING

The Board may conduct business meetings via video conferencing subject to the following conditions:

1) General Procedures

All board meeting discussion, deliberations and voting will be conducted in the same manner, rules and procedures as done for in-person meetings.

2) Voting

Votes cast by board members will be counted by roll call.

SECTION 2. MEMBERS USE OF OBSERVATORY FACILITIES

All SVAS members must follow procedures, rules and restrictions specified in the Blue Canyon Guide (SVAS Document No. 1) and the Observatory Guide Manuals (SVAS Document Nos. 2-9).

1) General Members

General Members in good standing have complete access to Henry Grieb Observatory (HGO) and Robert J. Mathews Observatory (RJMO), and the use of observatory equipment during regularly scheduled SVAS star parties or specially scheduled observing times. However, this observatory access and equipment use is conditional; the Observatory Director and one or more trained Observatory Assistants must be present at all times to supervise, instruct, and assist other General Members in observatory procedures and use of equipment.

2) Observatory Staff

The Observatory Director and Observatory Assistants have complete access to the Henry Grieb Observatory (HGO) and the Robert J. Mathews Observatory (RJMO) at any time. They assist members during scheduled star parties and special observing sessions, and help to maintain the facility during the interim.

SECTION 3. OBSERVATORY MAINTENANCE AND CONSTRUCTION

When volunteering to help with facility maintenance, observatory staffs may use personal equipment, but do so at their own risk of injury or damage to personal equipment. If a volunteer sustains an injury that requires medical attention while performing maintenance, SVAS may provide first aide, but cannot be held liable for any related medical or emergency expenses. SVAS liability and property damage insurance does not cover such incidences.

SECTION 4. TERMINATION OF SVAS MEMBERSHIP

1) Conditions for Adverse Action

A member may be suspended, sanctioned, or expelled from the Society upon a determination of by the Board that the member has engaged in any of the following:

- a) The misappropriation of the society's funds or assets.
- b) Sexual harassment.
- c) General harassment including but not limited to: the act of systematic and/or continued unwanted and annoying actions of one party or a group, including threats and demands. This includes contacting members/family members outside of meetings to degrade a member in a non-professional manner or to seriously annoy persistently or creating an unpleasant or hostile situation, not limited to uninvited, unwelcomed, verbal, or physical conduct.
- d) Use of controlled substances during any Society function, or while in the use of any Society facility.
- e) Violence, or threat of violence, during any Society function or while in the use of any Society facility.
- f) Failure to abide by the Bylaws or Rules of the Society.
- g) Any action of which the reputation of the Society in the community is threatened.
- h) Any action that is disruptive of the mission and/or business of the Society.
- I) Any act of discrimination in any form on these grounds by a member will not be tolerated and shall constitute grounds for suspension, sanctions, or expulsion.
- j) A conflict of interest has been determined by a 2/3 vote of the Board.

2) Procedure for Expulsion.

Following the determination that a member should be expelled the following procedure shall be implemented:

- a) A notice shall be sent by first-class or registered mail to the last address of the member as shown on the SVAS records, setting forth the expulsion and the reasons therefore. Such notice shall be sent at least fifteen (15) days before the proposed effective date of the expulsion.
- b) The member being expelled shall be given an opportunity to be heard, either orally or in writing, at a hearing to be held not less than five (5) days before the effective date of the proposed expulsion. The Board will hold the hearing in accordance with the rules for a quorum and voting, set forth in these Bylaws, and applicable to executive meetings of the Board. The notice to the member of his or her proposed expulsion shall state the date, time, and place of the hearing on his or her proposed expulsion.
- c) Following the hearing, a 2/3 vote in a quorum of the Board shall decide whether the member should be expelled, suspended, or sanctioned in some other way. The decision of the Board shall be final.

3) Non-reimbursement of Annual Fee

A member expelled from the SVAS shall not receive a refund of dues already paid.

Approved: December 12, 2023