

The Mark Twain Circle of America By-laws

I Name

The Mark Twain Circle of America will be the official name of the group.

II Purpose

The Circle will encourage interest in Mark Twain and those who surround him. It will foster the formal presentation of ideas about Mark Twain and his work as well as the informal exchange of information among Circle members. That is, the group is organized exclusively for charitable and educational purposes. Annual meetings, special seminars, the *Mark Twain Circular*, and the *Mark Twain Annual* will furnish the most obvious ways of achieving the purpose of the group.

III Membership

Those who share the aim of *The Mark Twain Circle of America* and pay annual dues may become members (membership dues shall be set by the Officers and Executive Committee, subject to approval by a vote of a majority of those attending the annual business meeting).

IV Officers

1. The **President**, **Vice-president**, and **Executive Coordinator** will comprise the **Executive Board**. The Executive Coordinator's duties are those normally assigned to a secretary-treasurer but also extend to coordinating the activities of the group. Officers will serve a two-year term, the exception being the Executive Coordinator whose term will be three years. Officers, with the exception of the Executive Coordinator, may not succeed themselves.
2. There will also be a three-member **Executive Committee**, including the **Editor** of the *Annual*, a **past President** of the Mark Twain Circle, and an **At-large member**. Candidates for the At-large position will be recommended by the officers for election at the annual business meeting. The terms for Executive Committee members will be set by the Officers but shall not exceed two years. Executive Committee members may not succeed themselves.
3. The *Mark Twain Annual* will be under the direction of an **Editor** and **Managing Editor**. The Executive Board will appoint a committee to choose both the Editor and Managing Editor. The term of these appointments will be determined by mutual agreement of the Editors and the Executive Board. The Executive Board will authorize all expenditures related to the *Annual*. The Editor will appoint an **Editorial Board** to assist in various tasks related to the *Annual*.

4. There will be a **Nominating Committee** of no more than three members, which will be chaired by a **past President** of The Mark Twain Circle. The duties of this nominating committee will be to propose future candidates for the offices of The Mark Twain Circle.
5. If for any reason any officer of the Executive Board or the Executive Committee is unable to fulfill his or her duties, that officer may be removed by a majority vote of the combined Executive Board and Executive Committee.

V Use of Funds

Funds belonging to the Circle shall be used only to support the charitable and educational purposes that define it. No part of the net earnings of the organization shall benefit any member, officer, or member of the executive committee. **A travel stipend will be provided for officers attending to the business of the Mark Twain Circle**, as authorized by the membership. The group may also pay reasonable compensation for services rendered, and it may spend its resources to further the tax-exempt purposes listed above.

VI Meetings

The Mark Twain Circle of America will meet at least once each calendar year. The officers and Executive Committee shall determine the time and place of the meeting. Normally, the annual business meeting will be held in the spring of each year during the American Literature Association annual conference. The election of **Executive Committee members** will take place at this meeting as will a recommendation for apportioning dues to the organization's publications. Other business may also be introduced. Except for amending by-laws (see Section VIII), a majority vote of those present is all that is necessary for action. Legislation that falls outside the routine business of the group shall be submitted to the President at least seven days before the meeting so that it may appear on the agenda.

VII Publications

The *Mark Twain Circular* and the *Mark Twain Annual* are the official publications of the Circle. The *Circular* gives timely information on conferences, calls for papers, and new publications on Mark Twain and the like; the *Annual* will offer essays related to Mark Twain and will serve as an outlet for new scholarship as well as new pedagogical approaches. A portion of the dues submitted to The Mark Twain Circle will go to the support of both the *Circular* and the *Annual*. The amount of support will be recommended by the Officers and approved by the membership at the annual meeting.

VIII Amendments to the By-laws

Changes to the by-laws may be made by a two-thirds vote of the members present at any regularly scheduled meeting of the Circle; or the Executive Committee and Officers may

solicit a change of by-laws by mail. Changes made at a meeting of the group must be submitted to the President of the Circle in writing at least seven days before the meeting at which they are to be considered. Changes requiring a mail ballot will be submitted to the President who will seek the approval of the Executive Committee. When the committee's approval is gained, ballots shall be mailed to every member of the group with the adoption of the proposal depending on approval by two-thirds of the ballots returned within 30 days.