

**GENERAL Rules of
The Fairfax Coin Club, Inc.**

1. Meetings - Meetings of the Fairfax Coin Club are held the second Tuesday of every month, at Reston Community Center, 2310 Colts Neck Road, Room 6, Reston, VA. The regular order of business of the Fairfax Coin Club, which may be varied as the occasion requires, is as follows:

6:30 Meeting Room open for bourse set up

7:00Bourse Tables Open and Refreshments

7:15 Optional Educational, Community Service, or Youth Program Session

7:45 Bourse and Refreshments

8:00

1. Presiding Officer's Welcome
2. Welcoming of guests and visitors
3. Correspondence
4. Reports of officers
5. Committee reports
6. Election of Board members (December Annual Meeting)
7. Old (Unfinished) Business
8. New Business
9. Announcements
10. Presentation of Exhibits
11. Auction

2. Club Membership Lists. Club membership lists showing names, addresses, telephone numbers, dates of birth and Email addresses will not be furnished to the entire club memberships for security reasons. Club lists prepared and maintained by the Secretary will be limited to the Board and their designees.

3. Member's Bourse Tables. Members are encouraged to set up their own bourse table at meetings subject to any regulations determined by the Board. Individual bourse tables and exchanges should not be conducted during the club business session, program and club coin auction.

4. Membership Dues. Dues shall be \$20.00 annually for Active Members, and \$10.00 for Young Numismatists. A one time dues of \$200.00 will be collected for Life Members. Family memberships are available upon request. Honorary Members and Special Members do not pay dues.

The Board may allow for pro rating the dues for those joining after the January meeting.

5. Club Auction Rules

a. **Members** with dues current may present items to the Auction Chairman for sale at auction, or non-members may present items with approval from the President.

b. Items presented to the Auction Chairman are to be accompanied by appropriate Club form. On the form, the person offering coins for auction gives his/her evaluation as to grade and gives the Auction Chairman instructions as to the minimum bid (if any). The owner may reduce the minimum bid during the auction. Sellers of items with no reserve may bid on their own item, but may only enter one bid.

c. The Club charges a fee of five percent of the selling price, or of any minimum bid for an item not sold..Settlement with consignees for auction items will be made at the following club meeting, or mailed after the auction for a fee. Non-members must pay cash for any items won.

d. The auctioneer will accept minimum raise in bids of approximately five percent. The following minimum raises are recommended:

Auction Guidelines	
If bid range Is	Minimum Raise Is
Less than \$20	50 cents
\$20 to < \$50	\$1
\$50 to < \$100	\$2
\$100 or More	\$5

e. In consultation with the consignee, the Auction Chairman may combine or change the composition of auction lots to meet any minimum requirements and facilitate the auction. Minimum lot value shall be \$15.

f. The auctioneer will announce the rules of the auction at the start of the auction. Bidders will be made aware that they are bidding for items sight seen and are responsible for all aspects of their purchase, including grading and genuineness of the auction items.

7. Club Responsibilities. The Board intends to identify and fill club positions for Refreshment Coordinator, Auction Chairman, Newsletter Editor, WebMaster, YN Director.