

BY-LAWS

of the

Ruskin Co-operative Association.

ARTICLE I.

NAME AND OBJECT.

SECTION 1. The name of this Association shall be known as the Ruskin Co-operative Association.

SEC. 2. The object of the Association shall be to own and operate manufactories, to acquire land, to build homes for its members, to insure the members against want, or the fear of want, to provide educational and recreative facilities of the highest order, and to promote and maintain harmonious social relations on the basis of co-operation.

SEC. 3. The capital stock of the Association shall be \$500,000, and shall be divided into 1,000 shares of \$500 each.

SEC. 4. No dividend shall be paid on the stock of this Association. The profits are to be kept and used by the Association under its by-laws. The stock certificates shall express on their face that they are non-dividend paying. The stock certificates are not transferable, except to the Association, and this shall

be expressed upon the face of the stock certificate. The stock of this Association can be held only by qualified members of the Association, and no member shall hold more than one share of stock. And all members of this Association shall sign the by-laws of the Association, and thereby obligate themselves to comply therewith; and that they become members and receive their stock on the conditions set forth in these by-laws, and after subscribing for said stock by signing the following application:

We, the undersigned, hereby subscribe for one share of the capital stock of the Ruskin Co-operative Association, said stock to be non-dividend paying, and non-transferable, except to the Association, and for the sum of five hundred (\$500) dollars each, and for which we agree to pay in such amounts and at such times as may be called for by the directors of the Association.

ARTICLE II.

QUALIFICATIONS OF MEMBERS.

SECTION 1. Any person may become a member of this Association by fulfilling the following requirements:

(a) He or she must be of good moral character.

(b) Must be well-informed in the principles of co-operation and socialism,

and able to pass an examination in these principles, as hereinafter provided.

(c) Must be in health, not under 21 years of age, with the willingness and the ability to aid in the promotion of the Association's object.

(d) Must receive a majority vote of all members voting.

ARTICLE III.

OFFICERS—THEIR ELECTION AND DUTIES.

SECTION 1. The officers of this Association shall be a President, a first Vice-President, a second Vice-President, a Secretary and a Treasurer—a Board of Directors, consisting of 13 members—elected by a majority vote of all members present and voting at the annual meeting in January, for a term no longer than one year, and subject to conditions in Art. III, Sec. 4, paragraph (b) of these by-laws. Foremen of the following departments shall be appointed by the Executive Board:

(a)—Department of Public Works.

(b)—Department of Education.

(c)—Department of Manufacture.

(d)—Department of Agriculture.

(e)—Department of Distribution.

(f)—Department of Sanitation.

(g)—Department of Cuisine.

(h)—Department of Horticulture.

(i)—Department of Printing and Publishing.

(j)—Department of Buying, to be known as purchasing agent, whose purchases shall be subject to control and approval of the Executive Board.

(k) Department of Recreation.

The President, first Vice-President and second Vice-President shall constitute the Executive Board.

SEC. 2. The President, first and second Vice-Presidents and Secretary and Treasurer shall be selected from among members who have served or are serving on the Board of Directors, and shall be elected at the annual meeting in January by a majority vote of all members present and voting, for a term not longer than one year, and subject to conditions in section 4, part (b), article III, of these by-laws.

SEC. 3. The Treasurer shall not be required to give bond.

SEC. 4. (a) All officers of this Association shall hold their respective offices for a term no longer than one year, or until their successors are elected, but they may be re-elected to the same position.

(b) The Stockholders of the Association, by a majority vote of those present and voting, shall have power to remove, by the imperative mandate, on petition of 25 per cent of their number any officer whom they have elected to his or her respective office, and replace him

or her with another for the unexpired term.

SEC. 5. (a) A Board of Examiners consisting of three members shall be elected at each annual meeting, whose duty it shall be to formulate a standard of examination for applicants for admission to the Association and report upon applications.

(b) An Auditing Committee consisting of three members shall be elected at each annual meeting.

ARTICLE IV.

DUTIES OF OFFICERS.

SECTION 1. The duties of the President shall be to preside at the meeting of the Board of Directors, exercising the prerogatives usually devolving upon such officer; to call all meetings of Stockholders to order, state the object of the meeting, and allow the stockholders to choose their chairman; he shall see that all rules and regulations are enforced; he shall make an annual report to the members concerning the affairs of the Association; he shall be general superintendent of the detail affairs of the Association, and any refusal on the part of any member to perform any duty required of him or her, shall, if persisted in, subject such person to suspension from all privileges of the Association for a time not exceeding one month, at

the option of the Board of Directors, on complaint of the President; and if in the judgment of the Board the case deserves expulsion from the Association, the President shall so recommend to the stockholders—giving them a detailed statement of the causes leading to such recommendation — and when a two-thirds majority decide that the offending member shall be expelled, it shall be done. The President shall also sign all orders on the treasury.

SEC. 2. The First Vice-President shall perform the duties of the President in his absence, and at all times aid him in the execution of the same.

SEC. 3. The Second Vice-President shall perform the duties of the First Vice-President in his absence, and aid the President and the First Vice-President in the execution of the same.

SEC. 4. The Secretary shall keep a record of the proceedings of the meetings of the Stockholders, and the Board of Directors, preserve the books and records of the Association, keep an accurate account of the business transactions thereof, and post regularly in the President's office on the morning following Directors' meetings a memorandum of their transactions.

SEC. 5. The Treasurer shall be the custodian of the Association's funds, and keep an accurate record of all funds re-

ceived and paid out by him. He shall pay no money, except on the order of the President, countersigned by the Secretary. He shall make a financial report monthly in the *RUSKIN REPORTER*. His report shall be examined monthly by an Auditing Committee, consisting of three members of the Association, who shall report their findings in the *RUSKIN REPORTER*, and he shall perform any other duties incident to the nature of his office. The Treasurer shall be authorized to receive from members money or valuables for safe keeping when in his judgment he has proper facilities for caring for them. He shall keep a careful record of all such sums or valuables, and return the same to rightful owner upon order signed by said owner.

SEC. 6. The Board of Directors shall constitute the legislative branch of the Association and may take such action as they deem necessary for the good of the Association; provided, such action shall not conflict with the provisions of the charter or by-laws; and provided further, that their action shall be subject to the decision of a majority of the stockholders by means of the referendum, whenever 25 per cent of the members shall demand that such action be referred to them; and when in the opinion of the Directors a change in the by-laws is necessary, they shall have the

power to initiate such change and refer it to the stockholders for final action by the referendum. The Board of Directors shall have power to form new departments and to discontinue and subdivide departments now in existence.

SEC. 7. Twenty-five per cent of the members shall have the right to initiate any measure or policy they see fit; and when such number of members shall present the desired measure to the Directors, the latter shall refer the same to the stockholders, for final action by the referendum.

ARTICLE V.

MEETINGS.

SECTION 1. A regular meeting of the Board of Directors shall be held on Wednesday of each week for the purpose of considering any and all matters pertaining to the condition and advancement of the Association's interests.

SEC. 2. Meetings of the stockholders of the Association shall be held regularly on the last Monday in January of each year.

SEC. 3. A majority of the stockholders shall constitute a quorum for the transaction of such business as may come before them.

ARTICLE VI.

ELECTION OF MEMBERS.

SEC. 1. Every Tuesday morning the Secretary shall post all applications for

membership handed him by the Board of Examiners, together with the recommendations of said Board, in a conspicuous place in the President's office, for the inspection of members, and on the following Monday evening a ballot on such applications shall be taken. The polls shall be open between 6 and 7 o'clock p. m., and shall be under the direction of an Election Clerk and an inspector of elections, who shall be present during the hours set apart for elections, to be appointed by the Board of Directors. The canvass of the votes shall be made and the result thereof declared by the Board of Directors.

ARTICLE VII.

GENERAL.

SECTION 1. Each member of the Association shall be guaranteed employment whenever possible, and in that branch of service which he prefers, subject, however, to conditions hereinafter provided.

Sec. 2. A day's labor shall consist of not more than 10 hours, or such number under 10 as the Board of Directors may in regular meeting determine upon.

Sec. 3. All members of the Association shall receive the same compensation for each day's labor performed, or a proportional amount for each fractional part thereof.

Sec. 4. All orders of foremen and superintendents must at all times be obeyed.

Sec. 5. In the event of sickness, members and members of their families shall receive the same compensation as when on duty.

Sec. 6. The Association shall in no way interfere with the free exercise of individual tastes,

desires and preferences in all private, religious and domestic affairs.

Sec. 7. The Association shall furnish all teachers, books, apparatus and necessary appliances for the most thorough instruction of the children of members in such lines as they show the most aptitude.

Sec. 8. No member shall vote for himself for any office, and for any member to ask another to vote for him shall be evidence sufficient to show that he is unworthy of public trust.

Sec. 9. Each member is entitled to the use and occupancy of a residence and lot.

Sec. 10. All minors over 18 years of age shall be classed as apprentices, and their compensation shall be determined by the Board of Directors.

Sec. 11. Each child shall receive a graduated sum per year until 18 years of age, the amount to be determined by the Board of Directors.

Sec. 12. Every member shall furnish the Secretary with a list of members of his family.

Sec. 13. The school age of children shall terminate at 18 years.

Sec. 14. No member of the Association shall be permitted to allow his children to grow up in ignorance.

Sec. 15. There shall be kept in the office of the Secretary a register, in which the names, age and sex of members of each family shall be recorded.

Sec. 16. No official of the Association, nor the Association in its organized capacity, shall loan the association's funds.

Sec. 17. No debts shall be contracted for the Association by any officer in excess of cash on hand.

Sec. 18. No member shall be allowed to disclose any of the business affairs of this Association to parties not members under penalty of suspension.

Sec. 19. It shall be the duty of members to abide by any motion carried by vote of the Association or Board of Directors under penalty of suspension.

SEC. 20. These by-laws may be altered or amended upon the initiative of 25 per cent of the resident stockholders, subject to the approval of a majority vote of the members voting, the ballot to be taken after two weeks' public notice has been given of the proposed change.

Rules of Order.

1 The presiding officer having taken the chair the members shall take their seats, and at the sound of the gavel there shall be silence.

2 The business shall be proceeded with as prescribed in the Rules of Order.

3 During the reading of the minutes, communications and other papers, and when a member is speaking, silence shall be observed in the room.

4 A member who shall disturb the harmony of the meeting by improper language or conduct, or shall refuse obedience to the presiding officer, shall be called to order and admonished of his offense, and if he offend again he shall be excluded from the room for the time of the meeting and charges may be preferred against him.

5 The presiding officer shall announce decisions of the meeting on all subjects; he shall decide questions of order without debate, subject to an appeal to the meeting by a member, when the question before the meeting shall be, "Shall the decision of the Chair stand as the judgment of the meeting?" which question shall be taken by the President.

6 Before putting a question the presiding officer shall ask: "Is the meeting ready for the question?" If no member rise to speak he shall rise and put it, and after he has risen to put the question no member shall be permitted to speak upon it.

7 A member shall not be interrupted while speaking except to call him to order for words poken.

8 If a member while speaking be called to order he shall take his seat until the question of order is determined, when, if permitted, he may proceed.

9 A member shall not speak more than once on the same subject or question until all who wish to speak shall have had an opportunity to do so, nor more than twice without permission from the Chair.

10 A member may call for a division of the question when the sense will admit of it.

11 A question shall not be subject to debate until stated by the Chair.

12 When a question is before the meeting no motion shall be in order except to close, for the previous question, to postpone indefinitely, to postpone for a certain time, to divide, to commit or amend; which motions shall severally have precedence in the order herein arranged.

13 On the call of five members a majority of the meeting may demand the previous question, which shall always be in this form: "Shall the main question now be put?" and until it is decided shall preclude all amendments and all further debate.

14 A motion to lie on the table shall be decided without debate.

15 When a question is postponed indefinitely it shall not be acted on during that or the next succeeding stated meeting.

16 A motion for a reconsideration shall not be received unless made at the same session by a member who voted with the majority in the first instance.

17 The member first named on a committee shall act as chairman.

18 Roberts' manual shall govern all questions of order not embodied in the foregoing rules.