

# **BYLAWS OF MCDONALD COUNTY HISTORICAL SOCIETY**

## **ARTICLE I**

The name of this society will be The McDonald County Historical Society.

## **ARTICLE II MISSION**

The purpose of the Society shall be to bring together those people interested in history, specifically in the history of McDonald County. Understanding the history of our community is basic to our democratic way of life, gives us a better understanding of our state and nation, and promotes a better appreciation of our American heritage.

The Society's primary function will be to discover, collect, and preserve any material which may aid the establishment or illustration of the history of McDonald County; its exploration, settlement, development and activities in peace and in war; its progress in population, wealth, education, arts, science, agriculture, manufacturing, trade, and transportation. Presentations of collected material may include printed material such as histories, genealogies, biographies, descriptions, gazetteers, directories, newspapers, pamphlets, catalogs, circulars, handbills, programs, and posters; manuscript material such as letters, diaries, journals, memoranda, reminiscences, rosters, service records, account books, charts, surveys, and field books; and museum materials such as pictures, photographs, paintings, portraits, scenes, aboriginal relics, and material objects illustrative of life, conditions, events, and activities of the past and the present.

The Society will provide for the preservation of material, for its accessibility as far as may be feasible to all who wish to examine or study it, to cooperate with officials in ensuring the preservation and accessibility of the records and archives of the county and of its cities, towns, villages, and institutions, and to undertake the preservation of historical buildings, monuments, and markers.

The Society will disseminate historical information and arouse interest in the past by publishing historical material in the newspapers or otherwise, by holding meetings with pageants, addresses, lectures, papers, and discussion; by marking historic buildings, sites, and trails; and by using the media of radio, television and newspapers to awaken public interest.

The McDonald County Historical Society is organized exclusively for charitable, religious, educational, or scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under

section 501 (c) (3) of the Internal Revenue Code, or (b) by an organization, contributions to which are deductible under section 170 (c) (2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

### **ARTICLE III MEMBERSHIP AND DUES**

The members of the Society for each year shall be defined as those persons who have paid the membership dues of the Society. Membership is defined as any person interested in the history of McDonald County who has applied for membership and who tenders the necessary dues.

**Individual active member** is defined as any individual person interested in the purposes of the society.

**Honorary membership** may be conferred upon any person whose activities have contributed to the objectives of the society. Honorary member candidates must be nominated and voted on by the Society's board prior to being elected by a simple majority vote of members present at a regular meeting. Honorary members will not be required to pay annual membership dues.

The amount of dues will be determined by the Board of Directors at a meeting prior to the annual meeting and report that amount to the membership at the annual meeting. The membership may adjust these amounts up or down at the annual meeting by a simple majority vote of those present and voting.

Annual dues will be payable as of the Annual Meeting in September and will be considered due as of January 1<sup>st</sup> of the following calendar year. Dues will be considered in arrears if not paid by February 1<sup>st</sup>. Members will be dropped from membership if payment is more than three (3) months delinquent.

### **ARTICLE IV SCHEDULE AND QUORUM OF MEETINGS**

**Annual Meeting** – The annual meeting of the society will be held during the month of September.

Regular meetings of the society will be held on the second Sunday of the months of January, March, July, September and November at 2:00 p.m. at a place announced by mail and/or through the media. The May meeting will be held on the first Sunday due to Mothers Day.

Special meetings may be called by the president.

The board of directors will meet as required, but not less than three (3) times per year on months which are not designated as meeting months for the society.

Ten active members of the society will constitute a quorum.

## **ARTICLE V OFFICERS AND BOARD OF DIRECTORS**

The officers will be a president, a vice-president, and a secretary/treasurer who will be elected for a term of one year, and four directors who will be elected for a term of two years on a staggered basis; i.e., two directors elected each year. The officers and directors will constitute the Board of Directors.

The president will have executive supervision over the activities of the society within the scope provided by these bylaws, will preside at all meetings, will report annually on the activities of the society, and will appoint the members of committees and delegates not otherwise specified within the bounds of the bylaws.

The vice-president will assume the duties of the president in the event of absence, incapacity, or resignation of the president.

The secretary will keep the minutes of the meetings of the society and of the board of directors, maintain a list of members, and render an annual report during the Annual Meeting. The Secretary will also notify members of upcoming meetings either by mail or by means of other adequate media.

The treasurer will be responsible for the safekeeping of society funds and for maintaining adequate financial records. The treasurer will deposit all monies received with a reliable banking company in the name of the McDonald County Historical Society. All expenditures of monies will be approved by a majority vote of the Board of Directors or by the membership. Monies will be paid out by numbered checks signed by the treasurer and the president or vice president. The treasurer will collect dues and render an annual report based on the year of September through August. The President will appoint a Committee to audit the financial records prior to the annual meeting.

The Board of Directors will have the power to conduct affairs of the society. The Board will decide questions of policy that for any reason cannot be acted upon at a meeting of the society and perform such other functions as designated in the bylaws or otherwise assigned to it. At a meeting of the board of directors, four members will constitute a quorum. The board of directors, through the chairman, will render an annual report at each annual meeting. The Chairman will be appointed by the Board of Directors.

All officers and directors will be elected by a plurality of votes cast by the members at the annual meeting. Any member in good standing will be eligible to be an officer or director. The annual meeting of the society will be held during the month of September. Only members in good standing may cast a vote either by attendance at the annual meeting or by an absentee vote either by mail or electronic mail prior to the meeting.

Officers and directors will be installed at the close of the annual meeting at which they are elected and will serve until their successors having been duly elected and installed. In the event of resignation or incapacity of any officer or director the vacancy may be filled by a vote of the board of directors for the unexpired term of office.

Officers and Directors may be re-elected by a plurality of votes cast by the members at the annual meeting.

All Officers and Directors shall be required to attend no less than 3 (three) semi-monthly meetings per year. Officers and Directors are required to attend all scheduled board meetings, notwithstanding unforeseen emergencies.

## **ARTICLE VI COMMITTEES**

Committees, standing or special, may be appointed by the president as directed by the society or board of directors. Possible committees could include, but not be limited to, Library, Museum, Publications, Historic Sites, Program, Refreshments, Nominations, Publicity, Membership Drives, Fund Raising, or any other functions of the Society as deemed necessary.

## **ARTICLE VII AUXILIARY MEMBERSHIP STATEMENT**

The McDonald County Historical Society will cooperate with the state and other historical societies and will agree to become an auxiliary member of the State Historical Society of Missouri, thereby entitling this society to a representative at the annual meetings of the state organization and to receive complimentary copies of the Missouri Historical Review and the State Historical Society of Missouri Newsletter.

## **ARTICLE VIII PARLIAMENTARY AUTHORITY**

The rules contained in Robert's Rules of Order shall govern the proceedings of the society except in such cases as are governed by the bylaws.

## **ARTICLE VIII AMENDMENTS TO THE BYLAWS**

The Constitution and Bylaws may be amended at any regular meeting by a two-thirds vote of those voting, provided notice was given at the previous meeting. Amendments may also occur at a special meeting called for that purpose by a two-thirds vote of members present, providing all members have been given notice prior to the meeting. Members in good standing may cast an absentee vote either by mail or electronic mail prior to the meeting. All proposed amendments must be submitted in writing.

The Constitution and Bylaws were adopted by the General Membership in attendance at the meeting on March 10, 2002.

The Constitution was amended by the General Membership in attendance at a special meeting called for that purpose to include paragraphs regarding tax exempt status on April 28, 2006.

The Society's Constitution and Bylaws were combined and amended by the General Membership in attendance at the regular January meeting held on February, 2007. January's meeting was rescheduled due to inclement weather.

## **ARTICLE X BYLAWS AVAILABILITY**

A copy of the Society's Bylaws will be kept on file at the McDonald County Historical Museum. A copy will also be provided to the McDonald County Library's Genealogy Specialist. Copies will be made available to any interested persons and may be obtained either by writing the Society to request a copy or by accessing the Society's website homepage.