

**Bylaws of the
Calhoun County Genealogical Society
Calhoun County, Michigan**

Article I — Name

The name of the Society shall be the Calhoun County Genealogical Society (CCGS).

Article II — Purpose

The Society shall be a non-profit organization. The purpose of this Society shall be:

- A) To gather and preserve information of genealogical value.
- B) To encourage the deposit of such information in suitable depositories.
- C) To aid genealogists in the study of family history through the exchange of knowledge.
- D) To publish and promote Calhoun County and other genealogical materials.

Article III — Membership

There shall be two classes of membership: regular and honorary.

The regular membership of the Society shall consist of any person or organization interested in genealogy or family history who has paid current annual dues.

Honorary membership may be conferred on any individual by vote of the Executive Board. Honorary members shall have the same rights and privileges as regular members.

The membership year shall be September 1 through August 31.

Article IV — Dues

The annual dues shall be set by the Executive Board and due September 30.

Dues of new members received after May 30 will be considered a paid membership for the following year.

Any member delinquent after November 30 shall be dropped from the membership.

Only paid members shall be eligible to vote or to hold office.

Article V — Officers

The officers of the Society shall be the President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer.

Officers, the chairpersons of standing committees and the immediate past president shall constitute the Executive Board. One-third of the number of individuals serving on the Executive Board shall constitute a quorum for the transaction of Executive Board business.

Officers shall serve for one year and are expected to attend the majority of meetings October through September. Officers may serve no more than four consecutive terms in the same office and no more than six consecutive years as an elected officer.

Candidates for all offices shall be nominated by the Seeking Leadership Committee. Nominees will be listed on a printed ballot distributed to all members at a monthly Society meeting. Nominations from the floor and write-in candidates shall be permitted. Officers shall be elected

by secret ballot, with the individual receiving the highest number of votes declared elected. In the case of offices with three or more candidates, the Society may choose, by vote of the membership, to vote a second time, dropping the lowest vote-getter(s) from the second ballot. The installation of new officers shall take place at the fall annual meeting.

Should the office of the President become vacant, the Vice President shall become President for the balance of the term. Other vacancies shall be filled by appointment by the President with the approval of a majority of the Executive Board.

Article VI — Duties of the Officers

The President shall preside over all meetings, appoint standing committee chairs and, when required, shall appoint special committee chairs. All chairpersons shall be appointed with the approval of Executive Board. The President shall be empowered to disburse funds in the absence of the Treasurer. The President shall be an ex officio member of all committees without the right to vote. The President shall represent the Society at Michigan Genealogical Council meetings and seminars.

The Vice President shall preside over meetings in the absence of the President and shall chair the Programs and Publicity Committee. The Vice President shall perform other duties as assigned by the President.

The Recording Secretary shall keep records of all meetings of the Society and of the Executive Board.

The Corresponding Secretary shall be responsible for all correspondence with members, other groups and individuals. The Corresponding Secretary shall maintain a current list of genealogists who are willing to do research for others.

The Treasurer shall collect all dues and monies, attend to all disbursements and have charge of all funds of the Society. The Treasurer shall have the authority to disburse funds of the Society.

The Executive Board or a subcommittee thereof shall audit the financial books of the Society. The financial books of the Society shall be presented to the audit committee in August and the results presented at the fall annual meeting. All Executive Board members shall attend the majority of meetings of the Society called by the President.

All officers shall deliver to their successors at the fall meeting all monies, accounts, records, books, papers or other property belonging to the Society.

Article VII — Committees

The Standing Committees of the Society shall be: Programs and Publicity, Membership Promotion, Records Preservation, Publication, Cemetery Transcriptions, Newsletter, Making Connections, and Promotion of Genealogy.

The Special committees of the Society shall be: Hospitality and Seeking Leadership. Additional special committees shall be appointed as necessary.

Standing Committee Chairpersons and Special Committee Chairpersons shall be appointed in September and shall assume their responsibilities in October.

The Program Committee shall plan programs for each meeting beginning in September following their appointment. The Program Chair shall be responsible for presenting the programs planned by his or her committee.

Article VIII — Meetings

The meetings of this Society shall be held on the fourth Tuesday of the month unless the Executive Board votes to make an exception.

The Annual meeting shall be held in the fall as programs dictate. Meetings may be held around the county.

Special meetings may be called by the President.

Article IX — Gifts

Any item given to the Society shall become the property of the Society and shall be used as the Executive Board deems to be in the best interests of the Society unless alternate arrangements are made prior to the receipt of the gift.

Article X — Publications

All publications compiled or written under the auspices of the Society shall become the property of the Society. All proceeds from the sale of such publications shall accrue to the Society.

Article XI — Michigan Genealogical Council

The Society shall maintain a membership in the Michigan Genealogical Council.

The President and another delegate shall represent the Society at Council meetings and seminars. The Executive Board shall name two alternates who will represent the Society in the event the delegates are unable to attend.

Expenses for representing the Society shall be reimbursed as deemed appropriate by the Executive Board.

Article XII — Amendments

Amendments to the bylaws shall be considered at the Annual Meeting or at a special meeting called by the President for that purpose and shall take effect upon the assent of two thirds of the members present and voting.

Notice of amendments to be acted upon shall be mailed to the members no later than 30 days prior to the Annual Meeting or the special meeting called for that purpose.

Article XIII — Rules of Order

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Society may adopt.

Article XIV — Dissolution

In the event that the Society should decide by a two-thirds vote of the entire membership to disband such items as are in its possession or custody shall be directed to suitable public repositories by the Executive Board.