

**BYLAWS
OF
THE OLD DOBBS COUNTY GENEALOGICAL SOCIETY**
Revised 2007

**ARTICLE I
MEMBERSHIP AND DUES**

- Section 1: Membership shall be open to all individuals interested in assisting in the achievement of the aims and purposes listed in our Constitution.
- Section 2: Dues shall be \$15.00 per individual or \$20.00 per family for a one (1) year membership beginning on January 1. All dues are in arrears after January 1 of each year and membership is suspended after July 1 if dues have not been paid.
- Section 3: Current members shall receive newsletters on a regular basis.
- Section 4: Honorary membership may be conferred if the members so desire.

**ARTICLE II
DATE AND QUORUM FOR MEETINGS**

- Section 1: The bi-annual meeting for the purpose of electing officers will be held on the third Saturday in October in even-numbered years.
- Section 2: Quarterly meetings shall be held the third (3rd) Saturday of January, April, July, and October.
- Section 3: Executive Board meetings shall be held at least quarterly within the month preceding the quarterly meetings.
- Section 4: A plurality of active members present shall constitute a quorum at any meeting of the society.

**ARTICLE III
DUTIES OF OFFICERS**

- Section 1: The duties of the President shall be:
- a. to preside at all meetings and, in case of a tie, to cast the deciding vote
 - b. to supervise all activities of the Society
 - c. to appoint chairpersons and committees as deemed necessary by the Executive Board
 - d. to act as chairperson of the Executive Board
 - e. to act as an ex-officio member of all committees except the nominating committee

- f. to relinquish all materials pertaining to the office of the President to the President-elect

- Section 2: The duties of the First Vice President shall be
- a. to perform the duties of the President in his/her absence or temporary inability to serve
 - b. to serve as chairperson of the Membership Committee
 - c. to relinquish all materials pertaining to the office of the First Vice President to the First Vice President Elect

- Section 3: The duties of the Vice President for Programs shall be
- a. to perform the duties of the President in the absence of both the President and First Vice President
 - b. to arrange for speakers for meetings
 - c. to introduce the speaker, thank the speaker, and pay him/her
 - d. to adjourn the meeting
 - e. to relinquish all materials pertaining to the office of Second Vice President to the Vice President for Programs Elect

- Section 4: The duties of the Corresponding Secretary shall be:
- a. to receive all applications for membership as well as monies for dues
 - b. to maintain a list of members, including name, address, phone, and email
 - c. to turn all monies for dues over to the Treasurer in a timely manner
 - d. to mail newsletters and correspondence for the Society
 - e. to relinquish all materials pertaining to the office of Corresponding Secretary, including access to the Post Office Box, to the Corresponding Secretary Elect

- Section 5: The duties of the Recording Secretary shall be:
- a. to record the minutes of each meeting
 - b. to submit copies of the meetings to the Newsletter Coordinator and President as requested
 - c. To relinquish materials pertaining to the office of Recording Secretary to the Recording Secretary Elect

- Section 6: The duties of the Treasurer shall be:
- a. to collect all monies due to the Society
 - b. to dispense all monies
 - c. to maintain and accurate checking account
 - d. to report quarterly on the financial status of the Society
 - e. to insure that no monies are dispensed without prior approval of the Executive Board
 - f. to relinquish all materials pertaining to the office of the Treasurer to the Treasurer Elect

ARTICLE IV COMMITTEES

- Section 1: The Society may have the following Standing Committees, as determined by the Executive Board:
- a. Programs
 - b. Membership
 - c. Newsletter
 - d. Publicity/History
 - e. Local History Room, located at the Wayne County Public Library in Goldsboro North Carolina
 - f. Publications

ARTICLE V ELECTIONS

- Section 1: A Nominating Committee, with the past president as chair, shall be selected at the April meeting to present a slate of candidates for officers at the regular July meeting in even numbered years. Nominations may also be made from the floor at the October meeting.
- Section 2: Elections shall be held at the October meeting in even years. Elections shall be by a majority vote of qualified members present and voting.