

# **GRAND STRAND GENEALOGY CLUB BYLAWS**

## **Article I - Name**

The name of this club shall be the Grand Strand Genealogy Club. It may also be known by its acronym "GSGC."

## **Article II - Purpose**

The purpose of this club shall be to provide a forum for individual research through monthly meetings, education and open sharing of information. The objectives of this club are:

To promote the study and establish the sharing of information related to research and techniques within the group

To support genealogical resources at Chapin Memorial Library

To encourage and assist others in genealogical research

To maintain a relationship with other genealogy clubs, societies, and libraries.

## **Article III - Organization**

Section 1 - The Grand Strand Genealogy Club shall be conducted as a not for profit organization.

Section 2 - The logo of the Grand Strand Genealogy Club is the property of and is copyrighted by the Grand Strand Genealogy Club and may not be published electronically or in print for advertising, by periodicals, websites, groups, forums or individuals without the express written permission of the Executive Committee of the Grand Strand Genealogy Club.

Section 3 - In the event the club shall become inactive, it may be dissolved by a majority vote of all members present at a meeting held for that purpose, providing that all members shall have been notified in writing (physical or electronic) at least thirty (30) days in advance. All funds and properties of the club, after liquidation of all debts and liabilities, shall be donated to an organization determined by the membership.

## **Article IV - Membership**

Section 1 - Any person interested in genealogy may become a member of the Grand Strand Genealogy Club by submitting an application, attending a minimum of one (1) meeting per year and updating the application annually.

Section 2 - The membership year shall begin January 1 and end December 31.

Section 3 - Membership entitles a member to receive voting rights and an email copy of minutes and notices of the club.

Section 4 - Members are encouraged to hold office, serve on committees, and take an active part in the club.

## **Article V - Officers**

Section 1 - The Officers of this club shall be a President, First Vice President, Second Vice President, Secretary, and Treasurer, elected for a term of one year.

Section 2 - All officers of the club shall take office on January 1.

Section 3 - Slate of officers shall take place at the September meeting. Nominations of officers shall take place at the October meeting. Election of officers shall take place at the November meeting. They shall be elected by a majority vote of all members present.

Section 4 - The Executive Committee shall be composed of the elected Officers, plus the Past President as an ex-officio member.

Section 5 - The Executive Committee shall plan the work of the club, determine general policies, consider items requiring expenditures, and act for the club in the intervals between meetings of the membership. They shall appoint members to fill vacancies in office.

Section 6 - The meetings of the Executive Committee shall be held as needed and shall be open to all members.

Section 7 - A quorum shall consist of three members of the Executive Committee.

Section 8 - If a person is not fulfilling his or her position, and cannot be contacted or after being contacted does not wish to resign, the Executive Committee may remove that person by a majority vote of the Executive Committee, if necessary for the well being of the club.

#### **Article VI - Meetings**

Section 1 - Regular meetings shall be held the second Saturday of each month.

#### **Article VII - Amendments or Revisions**

Section 1 - The Bylaws may be revised or amended at any meeting by a majority vote of members present, the proposed revision having been presented to the members at a regular meeting, and voted upon at the next regular meeting.

#### **Article VIII - Duties of Officers**

Section 1 - The President shall preside at meetings of the club and the Executive Committee, shall supervise the work of Officers and committees, and shall be ex-officio member of all committees except the Nominations Committee. The President shall not serve as chairperson of any committee during term of office.

Section 2 - The First Vice President shall preside in the absence of the President and fill the office of the President in case of vacancy and shall assist the President in other matters when called upon.

Section 3 - The Second Vice President shall preside in the absence of both the President and the First Vice President and shall assist the President as called upon.

Section 4 - The Secretary shall keep a record of the proceedings and distribute the minutes of the meetings to the Executive Committee within 10 days after the meeting. The Executive Committee shall provide comments within a reasonable time so that the Secretary can distribute the minutes of the meeting within 20 days after the meeting.

Section 5 - The Treasurer shall maintain an accurate record of club donations and expenses. The Treasurer will collect donations and deposit all money collected for the club in a bank account, pay all bills, and check the bank balance at the end of each month. An annual report shall be submitted at the next regular meeting following the close of the fiscal year on December 31.

Section 6 - Each officer shall deliver to his/her successor in office all accounts, record books, papers, or other property belonging to the club within four (4) weeks following completion of term of office.

## **Article IX – Committees**

Section 1 - The standing committees of this club shall be Nominations and Program Committees.

Section 2 - The Nominations Committee shall prepare a ballot of one or more members for each office, to be presented at the September meeting. Nominees must have consented to serve if elected. This does not preclude nominations from the floor.

Section 3 - The Program Committee shall be chaired by a member(s) of the club. They shall arrange and plan all programs for regular meetings and other special events.

Section 4 - The President shall appoint such other special committees as may be directed by the membership for the best interests of the club.

## **Article X - Rules of Order**

Roberts Rules of Order Newly Revised shall govern the meetings of this Club and shall be the final authority in settlement of disputes provided that they are consistent with the Bylaws of this Club.

Approved: February 2009