

CONSTITUTION AND BY-LAWS OF THE BROOKINGS AREA GENEALOGICAL SOCIETY

CONSTITUTION OF THE BROOKINGS AREA GENEALOGICAL SOCIETY

ARTICLE 1 – NAME

The Name of the organization shall be the Brookings Area Genealogical Society organized as a non-profit organization.

ARTICLE II – PURPOSE

The Society is organized exclusively for exempt purposes under Section 501(c)(3) of the Internal Revenue Code. The purpose of this Society is educational, namely to trace and preserve family history, carry out projects of a genealogical nature, and provide educational benefits for members and the general public.

No part of the net earnings of this Society shall inure to the benefit of, or be distributable to its members, directors, officers, or other private persons, except that this Society shall be empowered and authorized to pay reasonable compensation for service rendered and to make payments and distributions in furtherance of the purposes set forth above.

No substantial part of the activities of this society shall be the carrying on of propaganda or otherwise attempting to influence legislation, and this Society 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.

ARTICLE III – MEMBERSHIP

The membership in this Society shall consist of any interested persons who are not in arrears in their dues.

ARTICLE IV – MEETINGS

The annual meeting of this Society shall be held on the third Monday in January. Regular monthly meetings shall be called at the discretion of the Executive Board.

ARTICLE V – EXECUTIVE BOARD

Section 1: The Executive Board of the Society shall consist of the President, Vice President, Secretary, Treasurer, Immediate Past President and two Directors duly elected at the November meeting and installed during the annual meeting.

Section 2: Any vacancy occurring on the Executive Board shall be filled by appointment by the President until the next annual meeting.

Section 3: No officer or member shall receive pay for a particular position held in this Society.

ARTICLE VI – DISSOLUTION

Upon the dissolution of this Society, the Board of Directors shall, after paying or making provisions for the payment of all the liabilities of this Society, dispose of all the assets of this Society exclusively for the purpose of this Society in such manner, or to such organization or organizations organized exclusively for charitable or educational purposes as shall at the time qualify as an exempt organization under Section 501 (c) (3) of the Internal Revue Code of 1954.

ARTICLE VII – AMENDMENTS

Section 1: This constitution can be amended by a two-thirds majority of the members at a regular meeting, the annual meeting, or a special meeting.

Section 2: No amendment shall be reported or voted upon unless a draft has been furnished all members of record at least thirty days prior.

Section 3: Such amendments shall take effect at the close of the regular meeting, annual meetings, or special meeting unless otherwise specified.

BYLAWS OF THE BROOKINGS AREA GENEALOGICAL SOCIETY

(revised September 1990)

ARTICLE 1 – NON AFFILIATION

This Society, a non-profit organization, shall have no affiliation with any religious or national organization.

ARTICLE II – SPECIAL PROJECTS

The Society may undertake special projects of a genealogical nature in cooperation with local, state or national officials to benefit members and the general public.

ARTICLE III – MEMBERSHIP

Dues will no longer be set in the Constitution and ByLaws of the Society. Dues may be changed as needed, as proposed by the Executive Board and approved by a vote of the majority of the members at a regular meeting, the annual meeting or a special meeting of the Brookings Area Genealogical Society, the members being given 30 days notice prior to the vote. Dues shall be paid by the first meeting following the annual meeting. Members will be in arrears in their dues after the February meeting. The delinquent members' numbers may be reassigned one year after the annual meeting following the non-payment of dues. Numbers of charter members shall not be reassigned. Dues paid by new members on or after the October meeting date shall be credited to the following year. The dues shall be used to finance all activities of the Society.

ARTICLE IV – MEETINGS

Section 1: Quorum. Twenty percent of the active membership shall constitute a quorum to conduct business at any regular, annual, or special meeting.

Section 2: Parliamentary Authority. Roberts' Rules of Order, revised edition, shall be the parliamentary authority of the Society.

Section 3: The fiscal year shall be January 1 through December 31.

ARTICLE V – EXECUTIVE BOARD (revised January 16, 1984)

Section 1: Term of Office. The President, Vice President, Secretary and Treasurer shall be elected for and serve two year terms. Two Directors shall be elected, each to a two year term; one director shall be elected in the even year and one shall be elected in the odd year. The Immediate Past President shall serve on the Executive Board until the next person qualifies as Immediate Past President.

a. Director No. 1 shall be installed in January 1984 and shall serve a two-year term.

b. Director No. 2 shall be installed in January 1985 and shall serve a two-year term.

Section 2: Duties of Officers. The President shall preside at meetings and shall perform the regular duties of the office. S/he shall appoint all committees and shall be ex-officio member of all committees except the Nominating Committee.

The Vice President shall preside in the absence of the President and shall also perform such other activities as delegated by the President.

The Secretary shall preside in the absence of the President and Vice-President and shall keep the minutes of each meeting and shall otherwise perform the normal duties of the Secretary

The Treasurer shall handle all funds of the Society and shall make a monthly and annual report of all receipts and disbursements and shall keep the official books and records and shall disburse funds upon authorization of the President and/or Executive Board.

Section 3: Financial Responsibility. Financial transactions in excess of \$250.00 can be made only with the vote of the membership at any constituted meeting.

SECTION VI – COMMITTEES

Section 1: Nominating Committee. The Nominating Committee shall consist of one member of the Executive Board and two members at large appointed by the President. They shall present a slate of Officers and Directors at least thirty days prior to the November meeting. Additional nominations of any member may be made from the floor.

Section 2: Other Committees. The President shall appoint the chairmen of the following Committees: Publicity and Publications, Program, Library, Membership, Special Projects, Historical, Hospitality, and such other committees as the Executive Board may deem necessary.

ARTICLE VII – AMENDMENTS

Section 1: These Bylaws may be amended by a two-thirds majority of the members at a regular meeting, the annual meeting or a special meeting.

Section 2: No amendment shall be reported or voted upon unless a draft has been furnished all members of record at least thirty days prior.

Section 3: Such amendments shall take effect at the close of the regular meeting, the annual meeting or a special meeting unless otherwise specified.