

WANAKENA HISTORICAL ASSOCIATION
BYLAWS

ARTICLE I

Membership and Dues

Section 1. Any person interested in the history of Wanakena who applies for membership in an appropriate classification of membership and who tenders the necessary dues shall thereby become a member.

Section 2. Annual dues for individual active members shall be five dollars.

Section 3. Annual dues for family members shall be ten dollars.

Section 4. Annual dues for institutional members shall be fifty dollars.

Section 5. Annual dues for contributing and sustaining members shall be twenty-five dollars.

Section 6. Annual dues for honorary members shall be zero.

Section 7. Annual dues shall be payable in advance, and members in arrears more than six months after payment is due shall be dropped from membership.

ARTICLE II

Schedule and Quorum for Meetings

Section 1. Regular meetings of the society shall be held twice a year, on the third Saturday of the months of May and September.

Section 2. Special meetings may be called by the president.

Section 3. The Board of Trustees shall meet twice a year, in May and September. Special meetings of the board of trustees may be called by the president of the board.

Section 4. One-fifth of the active members of the society shall constitute a quorum.

ARTICLE III

Duties of the Officers and Trustees

Section 1. The president shall have executive supervision over the activities of the society within the scope provided by these bylaws and shall preside at all meetings. The

president shall report annually on the activities of the society and shall appoint the members of committees and delegates not otherwise provided for.

Section 2. The secretary shall assume the duties of the president in the event of absence, incapacity, resignation, or removal of the president.

Section 3. The secretary shall keep the minutes of meetings of the society and of the board of trustees, maintain a list of the members, and render an annual report.

Section 4. The treasurer shall be responsible for the safekeeping of society funds, for maintaining adequate financial records, and for depositing all monies with a reliable banking company in the name of the Wanakena Historical Association. Monies shall be paid out by numbered checks signed by the treasurer, or by the president, or by the secretary. The treasurer will collect dues, and shall render an annual report based on the calendar year.

Section 5. The board of trustees shall have the power to conduct all affairs of the society. It shall select candidates for office, pursuant to the constitution. The board of trustees shall decide questions of policy that for any reason cannot be acted upon at a meeting of the society and perform other functions as designated in the bylaws or otherwise assigned to it.

At any meeting of the board of trustees, four members shall constitute a quorum. The board of trustees, through the president, shall render an annual report at each annual meeting.

ARTICLE IV

Committees

Section 1. The society shall have the following standing committees:

1. Library and Museum Committee – responsible for collecting, cataloging, caring for, arranging, and repairing books, manuscripts, newspapers, and other historical source material; responsible for collecting, cataloging, cleaning, repairing, and storing historic objects; for arranging museum exhibits, and the correct historic interpretation of these exhibits; for the care and upkeep of museum quarters.

2. Historic Sites Committee – responsible for establishing the historic validity for sites proposed for marking; for marking historic sites; for arranging tours of the sites.
3. Publications and Programs Committee – responsible for finding ways and means for publishing joint or individual research studies; newsletter to members, a quarterly bulletin, or books; for publicity; for staging radio and television programs; responsible for arranging suitable programs; for setting time, place, and date of meetings.
4. Membership and Nominations Committee – responsible for membership drives and processing new candidates for membership; responsible for making nominations for officers and members of the board of directors.

Section 2. The president of the board of trustees shall appoint members and chairmen of the standing committees.

Section 3. Other committees, standing or special, may be appointed by the president as directed by the society or the board of trustees.

ARTICLE V

Parliamentary Authority

Section 1. 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 constitution or the bylaws.

ARTICLE VI

Amendment to the Bylaws

Section 1. These bylaws may be amended at any regular or special meeting by a two-thirds vote of those voting, provided notice was given at the previous meeting. Or they may be amended at a special meeting called for that purpose, with previous notice and a two-thirds vote. All proposed amendments shall be submitted in writing.