

**Adopted 5/10/2003**

**Revised 5/16/2007, 2/13/19**

**The Bylaws of the Wilmington Historical Society**

**ARTICLE I**

**Membership and Dues**

Section 1. Any person interested in the purposes of the organization 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 \$15.00.

Section 3. Annual dues for family members shall be \$25.00.

Section 4. Annual dues for student members shall be \$5.00.

Section 5. Annual dues for senior citizen members shall be \$10.00.

Section 6. Annual dues for institutional/business/corporate members shall be \$30.00.

Section 7. Annual dues for sponsors shall be \$50.00.

Section 8. Annual dues for patrons shall be \$100.00.

Section 9. Annual dues for benefactors shall be \$250.00.

Section 10. Annual dues for honorary members shall be NONE.

Section 11. 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 and board of trustees shall be held on the first Wednesday of each month.

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

Section 3. Special meetings of the board of trustees may be called by the president.

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 and the board of trustees 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 otherwise not provided for.

Section 2. The vice-president 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 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 society. Monies shall be paid out by numbered checks signed by any one of the four officers. 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 such 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. In the event of the physical absence of a Board of Trustees member, his/her vote may be cast via telecommunication and/or computer networking. The same message must be delivered to two or more members of the Board by the absentee prior to the vote or in real time. These votes will be counted with other votes to make a quorum if necessary.

The president of the society shall also serve as the president of the board of trustees. 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:

(a) Library, Museum, and Historic Sites 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. . interpretation of these exhibits; for the care and upkeep of museum quarters. Responsible for establishing the historic validity for sites proposed for marking; for marking historic sites; for arranging tours of the sites.

b) Publications and Program Committee. Responsible for finding ways and means for publishing joint or individual research studies; newsletter to members, a quarterly bulletin, or books; for publicity. Responsible for arranging suitable programs; for setting time, place, and date of meetings.

c) 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 chairpersons of the standing committees.

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

## **ARTICLE V**

### **Parliamentary Authority**

Section 1. The rules contained in [Robert's Rules of Order] [Rose Marie Cruzan's Practical Parliamentary Procedure] [or other authority] 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.

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