

BY LAWS  
OF  
THE HISTORICAL SOCIETY OF ST. CLAIR SHORES

ARTICLE I - NAME

Section 1. The name of the organization shall be the Historical Society of St. Clair Shores.

ARTICLE II - PURPOSE

Section 1. The purpose of this organization will be (a) to maintain an association of persons interested in the mission of collecting, preserving, and recording the history of St. Clair Shores and the surrounding area; (b) to support and cooperate with the St. Clair Shores Historical Commission in developing programs to further the mission; (c) to aid in providing funds to meet special Historical Commission needs; (d) to stimulate donations of historical artifacts, photographs, desirable collections and bequests; (e) to provide a channel for individuals and organizations to express ideas and make suggestions to the Historical Commission for appropriate programs and projects; (f) to support the mission of the Selinsky-Green Farmhouse Museum to act as a representation of rural life in the late nineteenth and early twentieth centuries in St. Clair Shores; (g) to encourage and enhance local history-related events, such as the genealogical pursuits, oral histories and programs; and (h) to be involved in the publication of "*Muskrat Tales*."

ARTICLE III - MEMBERSHIP

Section 1. Membership in this organization shall be open to all interested individuals and representatives of organizations and clubs; in which case dues shall be paid by the individuals, organizations and/or clubs.

Section 2. Each organization, family or individual member shall be entitled to one vote.

Section 3. Dues shall be determined by the Executive Board and shall be due on receipt of the membership/renewal application. The membership shall expire on the last day of the month one year from date of membership application.

ARTICLE IV - OFFICERS

Section 1. The officers of this organization shall be a president, vice-president, treasurer, secretary and three trustees. All officers must be members in good standing. All officers shall serve a term of two years or until their successor is chosen. New officers shall assume their duties and receive their files following the conclusion of the

annual meeting. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Society.

#### ARTICLE V - GOVERNMENT

Section 1. The government of the Historical Society shall be vested in an Executive Board composed of the four elected officers, and the three elected trustees, The museum curator and the library director shall serve as ex-officio members of the Executive Board.

Section 2. If a vacancy should occur in any of the offices except the president, the office may be filled by a vote of the Executive Board present and the person designated shall hold the position for the unexpired term. In the case of a vacancy in the presidency, the vice-president shall assume that office and hold it for the remainder of the unexpired term.

Section 3. The Executive Board shall be responsible for establishing procedures for accounting and auditing of the funds of the Society. These may include the requirement that the president, vice-president and treasurer are authorized to sign checks, two signatures being required. The treasurer's books may be audited at the discretion of the President and the approval of the Executive Board.

Section 4. Meetings of the Executive Board shall be held at least bimonthly. Special meetings may be called by the President. A majority of the members of the Executive Board present shall constitute a quorum for the transaction of business.

Section 5. The fiscal year of this society shall be from April 1 of one year through March 31 of the following year.

#### ARTICLE VI - DUTIES OF THE OFFICERS

Section 1. The president presides over the organization, chairing all membership and Board meetings, and is an ex-officio member of all committees except the Nominations Committee.

Section 2. The vice-president assumes the duties of the president in the president's absences and fills out the term following a vacancy in that office.

Section 3. The treasurer shall keep and maintain the financial records of the organization. The treasurer is the custodian of the Society's funds and securities and shall issue checks for approved expenses, deposit all moneys received by the organization and provide a financial statement to the Board at its scheduled meetings.

Section 4. The secretary is to record attendance at all meetings; to take the minutes of all meetings; and to keep an up-to-date list of the membership, together with their mailing addresses. The secretary is to notify members of the time and place of annual and special meetings; and to conduct the correspondence of the organization.

#### ARTICLE VII - COMMITTEES

Section 1. The Standing Committees shall be as follows: Fundraising, Membership, Program, Publicity, and Selinsky-Green Farmhouse Museum.

Section 2. Committee chairpersons are appointed by the President with the approval of the Executive Board, except the Nominating Committee. Such committee chairpersons may be officers, trustees or members of the organization.

Section 3. The President, with the consent of the Executive Board, may appoint special committees which are considered necessary or appropriate to carry out the purpose of this organization

Section 4. Nominations for the officers and trustees shall be presented at the biannual election meeting. Nominations from the floor will be invited by the President; no one shall be nominated without the nominee's prior consent. **NOMINEES MUST BE MEMBERS AT LEAST ONE YEAR PRIOR TO ELECTION.**

Section 5. The election shall be by ballot, except that when there is only one candidate for each office the vote may be taken by a show of hands.

#### ARTICLE VIII - ANNUAL, BIENNIAL AND/OR SPECIAL MEETINGS

Section 1. This organization shall hold its annual meeting in April to receive various reports and to enact any other business. The election of officers shall take place at the annual meeting held in even numbered years. A written notice shall be sent to each member at least two weeks prior to the date of the meeting.

Section 2. Additional meetings may be held as recommended by the President and approved by the Executive Board, Special meetings may be held as directed by the President, provided the membership is notified by mail at least two weeks prior to the proposed date.

Section 3. A quorum shall be a majority of paid members present at the meeting.

#### ARTICLE IX - PARLIAMENTARY AUTHORITY

Section 1. The rules contained in the current edition of Robert's Rules of Order shall

govern the Society in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Society may adopt.

#### ARTICLE X - AMENDMENTS

Section 1. Amendments to these Bylaws shall be proposed in writing by three members and filed with the president. Such amendments will be reviewed and approved by the Executive Board and put to a vote at the next membership meeting. A majority vote of the members present shall be required to amend the bylaws. Proposed amendments to the bylaws shall be included with the notices for meetings. An up-to-date copy of the by-laws shall be available to any member upon request to the president or secretary.

#### ARTICLE XIII - DISSOLUTION

Section 1. No part of the net earnings of the organization shall pass to the benefit of, or be distributed to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 2 of this constitution. No substantial part of the activities of the organization shall be the carrying on of propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distributions of such statements) any political campaign on behalf of any candidate for public office. This organization shall not, except to an insubstantial degree, engage in any activities that are not in the furtherance of the purpose of this organization. Upon the dissolution of this organization, the Executive Board shall, after paying or making provision for the payment of all liabilities of the organization, donate the official records and any assets to the St. Clair Shores Historical Commission, or if the St. Clair Shores Historical Commission does not exist, to an organization or organizations founded exclusively for education, charitable, religious, or scientific purposes which qualified as an exempt organization under Section 501 (c) (3) or the Internal Revenue Code of 1986 or corresponding provision of any future United States Internal Revenue Law, as the Executive Board shall determine.

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Constitution and Bylaws Adopted - March 23, 1982

Constitution Amended - March 11, 1986

Constitution and Bylaws Amended - April 2, 1992

Constitution and Bylaws Consolidated into one Revised Bylaws - March 22, 2001

Bylaws Amended - April 7, 2004

Bylaws Committee Meeting - June 10, 2013

Draft #1 - June 11, 2013

Draft #2 - August 21, 2013

Board Approved - September 18, 2013  
Bylaws Amended - April 3, 2014