

**Bylaws
of
Granville County Genealogical Society 1746, Inc.**
October 1, 2015

The Granville County Genealogical Society 1746, Inc. shall be a nonprofit organization. The principal office of the Society to be located in Granville County, North Carolina. The place of meeting shall be determined by the Society in regular business session.

**ARTICLE I
OBJECTIVES**

The objectives of the Granville County Genealogical Society 1746, Inc. are as follows:

1. To increase interest in and raise the standards of genealogical research and compilation.
2. Promote the collection, preservation, and utilization of manuscripts, documents, family records and other materials of genealogical and/or historical nature which will aid in family research in Granville County and elsewhere.
3. Foster education and training in genealogy classes, lectures, and special workshops open to members and to the public.
4. Disseminate information on research techniques and procedures, special collections, original records, publications and news pertinent to genealogy and history.

**ARTICLE II
OBJECTIVES**

SECTION 1. Membership in the Society shall be open to all persons interested in genealogical research and who subscribe to the objectives of the Society. Membership is based on the calendar year. Only active members may hold office and vote.

SECTION 2. There shall be three classes of memberships:

A. ACTIVE MEMBERSHIPS- active members shall include:

ANNUAL MEMBER

Individual

Family (Two or more in the same family living at the same address
receiving one publication)

B. HONORARY MEMBER

C. INSTITUTIONAL MEMBER

SECTION 3. Honorary membership may be conferred upon any person whom the Executive Board deems worthy of exceptional recognition. Honorary members shall be granted all rights and privileges of membership except the right to vote or hold office

SECTION 4. Institutions may be eligible for nonvoting membership by payment of dues

**ARTICLE III
OFFICERS**

SECTION 1. A nominating committee, consisting of four members and the Past President, will be appointed by the President at the August meeting. The nominating committee will present a slate of consenting candidates for the elective offices at the December meeting for election. The Organizing Committee will serve as the origination nominating committee.

SECTION 2. Elected officers of the Society shall include the following: President; Vice President, Recording Secretary, Corresponding Secretary, Treasurer. The Librarian/Historian and an Editor will be appointed by the elected officers.

SECTION 3. The terms of office of all elected officers shall be one calendar year. Officers shall be elected at the December meeting by a plurality vote of qualified members present and take office at the annual meeting.

SECTION 4. The Executive Board shall consist of the President, Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Librarian/Historian and Editor.

SECTION 5. Between meetings of the Society, the Executive Board shall have all necessary authority, not inconsistent with the charter and by-laws, over the affairs of the Society.

SECTION 6. In case of vacancy in an elected office, the President shall, with the approval of the Executive Board, appoint a successor to serve until the next Annual Meeting.

**ARTICLE IV
DUTIES OF OFFICERS AND EXECUTIVE BOARD**

SECTION 1. The President shall preside at all meetings of the Society and of the Executive Board; shall call special meetings of the Society and of the Executive Board when necessary; shall appoint Committee Chairs with the approval of the Executive Board.

SECTION 2. The Vice President shall preside in the absence of the President and shall succeed to the Presidency for the unexpired term in the event of a vacancy and may serve his/her own term. The Vice President shall be responsible for contacting and scheduling speakers and/or programs for monthly meetings.

- SECTION 3. The Recording Secretary shall keep a minute book of proceeding of the Society and maintain an up-to-date roster of the membership of the Society.
- SECTION 4. The Corresponding Secretary shall conduct correspondence of the Society and maintain file copies; work with the Editor and Librarian/Historian in the maintenance and preservation of the records and publications of the Society and shall receive the mail addressed, distribute to the proper member if so addressed.
- SECTION 5. The Treasurer shall receive and be responsible for all dues and other funds received by the Society and shall keep accurate records thereof, shall deposit in a bank or other financial institutional approved by the Executive Board; shall pay bills and make purchases in accordance with procedures approved by the officers; shall submit a balance sheet and a profit and loss statement to the membership every month; shall notify members who are in arrears in dues; and shall assist the Recording and Corresponding Secretaries in keeping the roster of active members.
- SECTION 6. The Librarian/Historian shall be responsible for collecting genealogical materials that will be of value to the Society; shall receive all donations of printed materials on behalf of the Society; shall file in the North Carolina Room of the Richard H. Thornton Library, all ancestor charts turned in by members of the Society.
- SECTION 7. The Editor, with the Publications Committee shall be responsible for collecting, editing, and preparing the Journal and Newsletter to be published by the Society, in a timely manner. *Contents of all publications are copyrighted and may be duplicated only by permission. *Contents are directed to the benefit of Granville County Genealogical Society 1746, Inc. members.
- SECTION 8. Each Office and committee chair shall formally deliver to his or her successor, within 30 days, all records and property of the Society in his or her custody.

ARTICLE V MEETINGS AND QUORUMS

- SECTION 1. The fiscal year of the Society shall be from 1 January through 31 December of each year.
- SECTION 2. There shall be an annual meeting of the Society in January; the date, time, and place will be decided and announced by the Executive Board in the November meeting.
- SECTION 3. Regular membership meetings normally will be held monthly.
- SECTION 4. At meeting of the Society, twelve active members present shall constitute a quorum. At meetings of the Executive Board, a simple majority of the incumbent members of the board shall constitute a quorum.
- SECTION 5. Special meetings of the Society or the Executive Board may be called at any time by the President or the Executive Board, The purpose of the special Society meetings must be specified in the call. A preplanned special Society meeting may replace a regular Society meeting.

ARTICLE VI DUES

- SECTION 1. The official year for the Society shall begin with the January meeting.
- SECTION 2. The annual dues and Life Membership fees shall be set by the Executive Board, subject to the approval of the membership. *Annual dues shall be charged upon notified of renewal date by the mailing label on the quarterly publications. *Members failing to pay dues within 60 days of the due date printed on the label shall be dropped from the roster of members and shall receive no further free publications. Reinstatement of members for failure to pay dues shall be at the discretion of the Executive Board. A reinstatement fee of \$5 will apply.

ARTICLE VII ORDER OF BUSINESS

- SECTION 1. Robert's Rule of Order (latest edition) shall be the parliamentary authority to be followed in meetings of the Society.
- SECTION 2. The Order of business at meetings of the Society shall be as follows
1. Reading and approval of minutes of the previous meeting
 2. Reports of officers and committee chairs
 3. Old business
 4. New business
 5. Installation of officers (annual meeting)
 6. Program
 7. Adjournment

ARTICLE VIII AMENDMENTS

- SECTION 1. Amendments to the by-laws may be introduced at any regular meeting by any member of the Society and shall be acted upon at a subsequent meeting of the membership but on later than the next annual meeting.
- SECTION 2. Whenever an amendment is introduced, the President shall then appoint a By-Laws Committee to review the proposed amendment and make a recommendation concerning it.
- SECTION 3. A copy of the proposed amendments(s) together with the recommendation of the By-Laws Committee, shall be given to each member of the Society, after which it will be submitted to a vote. A three-fourths affirmative vote of the Society's members present shall be required to adopt the proposed amendment(s).

SECTION 4. The proposed amendment(s) shall become effective immediately upon adoption unless otherwise provided.

ARTICLE IX ASSETS

No part of the earnings or assets of the organization shall inured to the benefits of any of the officers, or any other private individuals except for reasonable compensation for services rendered in carrying out the expressed purposes of the Society, with approval of the Executive Board.

ARTICLE X DISSOLUTION

In the event GRANVILLE COUNTY GENEALOGICAL SOCIETY, 1746, Inc. is dissolved, any residual assets of the Society, at the time of dissolution, shall be donated to the North Carolina Room of the Richard H. Thornton Library, to be spent for the purchase of genealogical publications. In the event the North Carolina Room is no longer in existence, the assets shall go to the Genealogical Services Section of the North Carolina State Library. In the event that neither the North Carolina Room of the Richard H. Thornton Library or the Genealogical Services Section of the North Carolina State Library are in existence at the time of dissolution, the assets shall be donated to a like charitable or religious corporation that is exempt under Statute 501 (c)(3) of the Internal Revenue Code of 1986, or any successor section, as chosen by the Executive Board at the final meeting of the Executive Board.

ARTICLE XI INDEMNIFICATION OF EXECUTIVE BOARD

Every person now and hereafter serving as a member of the Executive Board of the Granville County Genealogical Society 1746, Inc., shall be indemnified in accordance with the laws of the State of North Carolina. The Executive Board shall determine finally and conclusively by majority vote the reasonableness and propriety of any indemnity claimed by any such person. Indemnification shall not be deemed exclusive of any other right to which those indemnified may be entitled.

*Amended and approved by members in attendance October 7, 1997.

Granville County Genealogical Society 1746, Inc.

STANDING RULES

- SECTION 1. Any officer who fails to attend executive board meetings, regular membership meetings or specially called meetings without prior notification of absence on more than three occasions, is subject to removal from office by a two-thirds vote of the membership, after having been heard by the said membership if so desired.
- SECTION 2. Any officer who fails to meet the objectives and requirements of the Society as set forth by the By-Laws or Standing Rules of the Granville County Genealogical Society 1746, Inc., may be removed from office by a two-thirds vote of the membership, after having a chance to be heard by the said membership.
- SECTION 3. Permission must be granted in writing by the Executive Board of the Society to publish any materials generated by the Society, with full due credit given the Society as origination of the said published material.
- SECTION 4. Standing Committees shall consist of the following:
 Programming Committee
 Publication and Publicity Committee
 Finance Committee
 Cemetery Committee
 Education Committee
 Membership Committee
 Long Range Planning Committee
- SECTION 5. The President shall appoint committees, standing or special, with approval of the Executive Board, as deemed necessary to carry on the work of the Society, and be ex officio a member of said committees.