

**Martin County Historical Society, Inc.
By-Laws**

Believing that preservation and research are important tools in the history of humankind and social life, Martin County Historical Society, Inc., is hereby organized with the By-Laws hereinafter stated.

Article I - Name

The name of this organization, as organized in 1957, shall be Martin County Historical Society, Inc.

Article II - Purpose

The purpose of this organization shall be to encourage and endorse the preservation of historic sites, items, and facts relative to Martin County. As owner of the Asa Biggs House, Martin County Historical Society funds shall be used for the purpose of preservation, upkeep, promotion, and ongoing expenses of this structure.

Article III - Membership

Section 1. Anyone who pays dues will be deemed a member of the Martin County Historical Society.

Section 2. Annual dues are:

Individual Membership	\$15.00
Family Membership (Up to 3 persons)	\$30.00
Corporate Membership	\$50.00

Article IV - Dues

Annual Dues are for the fiscal year January 1 – December 31. It is encouraged that members pay this by January 31 of each year. Dues received after January 31 will be for membership for the balance of the current fiscal year.

Article V - Schedule and Quorum for Meeting

Effective September 11, 2018

- Section 1. Regular meetings of the Society shall normally be on the second Tuesday of each month.
- Section 2. The Executive Committee shall meet at the discretion of the President.
- Section 3. Members present shall constitute a quorum.
- Section 4. Special meetings of the membership and/or Executive Committee may be called by the President.

Article VI - Officers

- Section 1. The officers of the Society shall be President, Vice-President, Secretary (Recording and Corresponding) and Treasurer.
- Section 2. All officers shall be elected for a term of two (2) years and may be re-elected for additional terms.
- Section 3. The Nominating Committee shall present a slate of officers for consideration at the November meeting. Members will be given the opportunity to make nominations for any office. The election of officers shall be by voice vote.
- Section 4. Terms of office shall be January 1 of the election year – December 31 of the following year (2-year term)
- Section 5. The President shall have executive supervision over the activities of the Society within the scope provided by these By-Laws. He or she shall preside at all meetings and report annually on its activities. The President shall appoint Committee members and delegates not otherwise provided for, and shall serve as an ex-officio of all committees.
- Section 6. The Vice-President shall assume the duties of the President in the event of absence, incapacity, or resignation of the President.
- Section 7. The Secretary shall keep the minutes of the meetings of the Society and of the Executive Committee as well as

handle correspondence for the Society. The Secretary shall serve as editor of the Society's newsletter.

Section 8. The Treasurer shall be responsible for the safe keeping of the Society funds and for maintaining financial records. He or she shall deposit all monies received with a reliable bank in the name of Martin County Historical Society, Inc. Monies shall be paid out by numbered checks. The Treasurer shall collect membership dues and shall render a written membership list at the March and November meetings of the Society.

Article VII - Committees

The Society shall have the following standing committees:

1. Library Committee This committee is responsible for collecting, cataloging, arranging, and publishing historic materials. It is also responsible for the care and repair of books, manuscripts, newspapers, and other historic source materials in the Society's Francis Manning Collection.
2. Biggs House Committee/Friends of the Asa Biggs House The committee is responsible for the care, maintenance, upkeep, insurance and use of the Society's historic Asa Biggs House
3. Acquisition Committee The committee is responsible for collecting, cataloging, cleaning, repairing, and storing historic objects and arranging exhibits when necessary.
4. Historic Sites Committee The committee is responsible for establishing the historic validity for sites and edifices proposed for marking and for providing an avenue for the purchase of historic markers.
5. Other Standing Committees Additional committees may be named and given "standing" status as the needs of the Society warrant. They include:
 - a. Program and Events Committee This committee is responsible for arranging suitable programs and events to

promote public awareness and to encourage active membership in the Society.

- b. Finance Committee This committee is responsible for planning fund-raising projects and to provide assistance in the preparation of annual financial reports. The Treasurer shall be a member of the Finance Committee.

Article VII Executive Committee

Section 1. Membership of the Executive Committee shall consist of

- a. Officers of the Society
- b. The chair of each Standing Committee
- c. The editor of the Society's newsletter
- d. The Society's representative to the Martin County Tourism Development Authority

Section 2. All actions of the Executive Committee are subject to approval of a quorum. Members present at a regularly scheduled meeting shall constitute a quorum.

Section 3. At any special or called meeting of the Executive Committee, five members shall constitute a quorum.

Article IX Nominating Committee

Section 1. Within six months of the expiration of the terms of office for all officers, the President will appoint a Nominating Committee for a term of two years.

Section 2. The Nominating Committee shall present the slate of officers to the Society during its November meeting.

Section 3. Should an office become vacant during its two-year term, the Nominating Committee will present a nomination for the unexpired term of office. This shall be voted on at the next scheduled Society meeting.

Article X Standing Committee Memberships

Section 1. The President shall appoint the chairs of all Standing Committees.

Section 2. The chairs of the Standing Committees shall select members of the Society to serve with them on their respective committees.

Article XI Amendments to the By-Laws

These By-Laws may be amended at any regular or called meeting by a simple majority vote, providing that the amendment(s) has been submitted in writing to the membership at a previous meeting or by mail or e-mail at least ten (10) days prior to the meeting.

These By-Laws have been duly presented and approved by vote on September 11, 2018 effective September 11, 2018