

SALEM AREA HISTORICAL SOCIETY CONSTITUTION AS AMENDED 2019 MAY 22

ARTICLE I - NAME

The name of this society shall be The Salem Area Historical Society.

ARTICLE II - PURPOSE

The purpose of this society shall be to bring together those people interested in the history of the Salem area.

The Society's major function will be to discover and collect any material which may help to establish or illustrate the history of the area. It will collect all material of any type illustrative of life, conditions, events and activities of the past and present.

The Society will provide for the preservation of such material and for its accessibility to all who wish to study it and to cooperate with officials in insuring the preservation of historic buildings, monuments and markers.

Article III – MEMBERSHIP

Any person interested in the history of Salem area who applies for membership and who tenders the necessary due shall become a member.

Annual dues for an active member shall be determined by the membership at the annual meeting. Annual dues shall be payable in advance, and members in arrears more than six months after payment is due shall be dropped from the membership.

ARTICLE IV - MEETINGS

The annual meeting of the society shall be the March meeting. Monthly meetings will be determined by the Board of Directors.

ARTICLE V - OFFICERS

The officers shall be a president, a vice-president, a secretary, a treasurer, and an officer at large, who shall be elected for a term of one year. The installation shall take place at the annual meeting.

ARTICLE VI – NOMINATIONS AND ELECTIONS

At a business meeting, two months before the annual meeting, a nominating committee shall be appointed. At the next meeting the nominating committee shall present a slate consisting of one or more nominees for each and every office. Nominations may also be made from the floor at this meeting. Nominations from the floor may not be made on the night of the election. All Nominees must be members of the Society for at least two years prior to their nomination. In addition, all Nominees for President must also fulfill at least two of the following: 1.) Member of the Society for at least the prior five years, 2.) Officer of the Society for at least one year, 3.) Leader of one of the Society's Major

Fundraisers (i.e. Dinner/Auction, Yard Sale, Arts & Craft Fair, Barn Dance) for at least one year, and 4.)  
Attendee of four or more of the Society's General Membership Meetings in each of the prior two years.

Officers shall be elected at the club's annual meeting. They shall assume their duties immediately following their installation and should have a meeting to plan activities for the coming club year.

Election shall be by secret ballot. Provided, however, in the event there is only one nominee for office, and no nominations from the floor, the secretary may be instructed to cast one ballot for the election of said nominee.

A majority of votes cast for each office shall constitute an election for that office.

All vacancies in elective offices except presidency shall be filled by the president for the unexpired term.

#### ARTICLE VII - DUTIES OF OFFICERS

The President shall have executive supervision over the activities of the society. He shall appoint committee chairmen and delegates not otherwise provided for.

The Vice-President shall assume the duties of the President in the event of absence, incapacity or resignation of the President. The Vice-President shall also serve as program coordinator.

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

The Treasurer shall be responsible for the safekeeping of society funds and for maintaining adequate financial records. He shall deposit all monies received by him with a reliable banking company in the name of the Salem Area Historical Society. Monies shall be paid out by numbered checks signed by the treasurer and the president or via the Salem Area Historical Society's PayPal account, which will be controlled by both the treasurer and the president. The treasurer shall render an annual report and shall be subject to an audit.

#### ARTICLE VIII - BOARD OF DIRECTORS

The Board of Directors shall be composed of the elected officers.

The Board of Directors shall have the power to conduct all routine affairs of the society. They shall recommend actions on questions of policy and perform such other functions as assigned to it.

The Board of Directors shall have at least two meetings a year. The Board of Directors shall maintain the corporate status.

## ARTICLE IX - COMMITTEES

The Board of Directors shall appoint the following committees:

1. Historical Committee - responsible for collecting and arranging historical source material and aiding other members.
2. Program Committee - responsible for arranging suitable programs, setting time, place and date of meeting.
3. Membership Committee - responsible for programs to attract new members.
4. Nomination Committee - responsible for making nominations for officers.
5. Audit Committee - shall consist of 3 members responsible to audit the treasurer's records.
6. Other Committees - may be appointed by the president or as directed by the society.

## ARTICLE X - QUORUM

This constitution may be amended at any regular meeting by a two-thirds vote of those voting. All proposed amendments shall be submitted in writing at a previous meeting. The quorum to do business shall be the less of one quarter of the membership or twenty members.

## ARTICLE XI - AFFILIATION

This society shall maintain an affiliation with the Michigan Historical Society.

## ARTICLE XII - DISSOLUTION

In the event of dissolution, all assets, real and personal shall be distributed to such organizations as are qualified as tax-exempt under Section 501(c)(3) of the Internal Revenue Code or the corresponding provisions of any future United States Internal Revenue Law.