

1996

Amended November 12, 1996

CONSTITUTION AND BYLAWS
OF
THE FRESNO GENEALOGICAL SOCIETY

ARTICLE I
NAME

The name of the Society shall be "The Fresno Genealogical Society".

ARTICLE II
NON-PROFIT CHARACTER

The Society is a non-profit organization; no part of the assets or net earnings shall benefit any private individual nor shall there be any salaried individual members.

This Society is organized exclusively for educational and genealogical purposes and shall be operated as a tax exempt association within the meaning of Section 501 (c)(3) of the Internal Revenue Code.

No substantial part of the activities of this Association shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Association shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

ARTICLE III
OBJECTS

The objects of this Society shall be:

Section 1. To create and foster an interest in genealogy.

Section 2. To collect and preserve genealogical and historical data.

Section 3. To aid Society members and the general public in compiling genealogies and genealogical research.

Section 4. To establish and maintain, a genealogical library which will be the private property of this Society.

Section 5. To publish The Jotted Line and The Ash Tree Echo and other publications containing helpful information for family research.

ARTICLE IV MEMBERSHIPS

Section 1. Membership in the Society shall be open to all persons interested in genealogical, biographical or historical research.

Section 2. The Society shall offer Institutional, Individual, Family, Life, Honorary Life and Honorary Annual memberships. The amount of dues shall be determined in the Standing Rules.

Section 3. Any member conducting himself or herself in a way which disturbs the harmony of the Society, injures its good name or hampers its work, may, upon charges filed, be reprimanded, suspended or expelled from the Society by a majority of members voting at a regular or special meeting.

Section 4. The Society shall operate on a calendar year.

ARTICLE V OFFICERS

Section 1. The officers of this society shall be: President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Treasurer, Librarian, Associate Librarian, Ash Tree Echo Editor, Jotted Line Editor and Registrar.

Section 2. No member shall hold more than one office at a time.

Section 3. All officers shall be members in good standing.

Section 4. The term of office shall begin at the adjournment of the annual meeting.

Section 5. The President shall have served at least one term as an officer previously.

Section 6. All vacancies in any office with the exception of the President and Librarian shall be filled by the Executive Board.

Section 7. Any officer conducting himself or herself in a way which disturbs the harmony of the Society, injures its good name or hampers its work, may, upon charges filed, be reprimanded, suspended or removed from office by a majority of members voting at a regular or special meeting.

ARTICLE VIII ELECTIONS

Section 1. The election of officers shall be held at the Annual Meeting. The Nominating Committee shall present the names of the candidates for each office. All candidates must be members in good standing and have agreed to serve. Further nominations may be made from the floor.

Section 2. In the event that more than one member is nominated for any office, election shall be made by written ballot and a majority vote shall determine the election. If there is only one nominee per office, election shall be by voice vote. Only members in good standing are eligible to vote.

Section 3. A mail-in ballot will be counted if it is received prior to the election. A mail in ballot must be requested in writing and must have the member's signature on the ballot to be valid.

ARTICLE IX EXECUTIVE BOARD

Section 1. The eleven elected officers shall constitute The Executive Board which shall conduct the business of the Society between general meetings.

Section 2. Executive Board meetings shall be held during the fourth week of each month except for December.

Section 3. Six officers shall be considered a quorum for Executive Board meetings.

ARTICLE X COMMITTEES

Section 1. The Audit Committee shall be responsible for a complete audit of the Society's books to be done annually prior to the Annual meeting and/or at the request of the Executive Board. A written report and an audited financial statement shall be submitted at the annual meeting. The committee shall consist of a chair and two additional members.

Section 2. The Hospitality Committee shall be responsible for the setup and cleanup of all programs and events. They shall greet and register members and guests and serve refreshments as appropriate.

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under the direction of the Librarian and perform such other duties as required or assigned.

Section 4. The Nominating Committee shall consist of five members, one member from the Executive Board appointed by the President and approved by the Executive Board. The remaining four shall be nominated from the floor and elected at the October general meeting. The committee shall elect its own chair. The nominating committee shall submit a slate of candidates at the following Annual Meeting.

Section 5. The Printing and Mailing Committee shall receive materials for publication and be responsible for having the materials printed. The Committee shall also be responsible for the Society's outgoing mail if not otherwise assigned.

Section 6. The Program Committee shall be responsible for planning programs, handling publicity and keeping the historical book of the Society up to date. This Committee shall consist of the First Vice President, the appointed Historian and Publicity Chairperson.

Section 7. The Publicity Committee shall be responsible for all publicity for the Society programs and events.

Section 8. The Ways and Means Committee shall be responsible for planning and organizing fund raising events. The committee shall consist of the Second Vice President who serves as chair and four other members appointed by the President and approved by the Executive Board.

Section 9. After two months of no activity to fulfill his or her duties, a committee chair shall be warned by the President. Thirty days thereafter, the chair may be replaced by the President with the approval of the Executive Board.

ARTICLE XI DISSOLUTION

The property of this Association is irrevocably dedicated to charitable purposes and no part of the net income or assets of this Association shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person.

Upon the dissolution or winding up of the Association, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Association shall be distributed to a non-profit fund, foundation or corporation which is organized and operated exclusively for educational and charitable purposes and which has established its tax exempt status under Section 501 (c)(3) of the Internal Revenue Code and Section 214 of the Revenue and Tax Code.

ARTICLE XII
PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall govern the Society in all cases not provided for in this Constitution and By-Laws.

ARTICLE XIII
AMENDMENTS

Section 1. The Constitution and By-Laws may be amended at any General Meeting of the Society by a two-thirds vote of members present and in good standing, provided a thirty (30) day notice regarding the amendment or amendments has been published.

Section 2. The Standing Rules may be amended at any General Meeting of the Society by a majority vote of members present and in good standing.

10. The Treasurer shall make a financial report at each meeting, promptly deposit all monies received by the Society in an insured financial institution, signing checks and paying obligations of the Society. No monies shall be paid out by the Treasurer unless approved by the executive board.

11. The Librarian shall evaluate gifts for their genealogical value. Items solicited and collected and judged more appropriate to another institution may be donated or sold to that institution with the approval of the Library Committee.

12. The following items shall be made available to the membership at the designated general meetings. If a member shall submit in writing a request for an individual copy it shall be mailed to the member submitting the request.

- a. Annual financial report ----- February
- b. Proposed budget ----- March
- c. Roster which includes a list of officers - April

13. All printed materials published by the Fresno Genealogical Society shall be proof read by someone other than the author/compiler.

14. Society materials shall be housed in the library except for materials deemed by the Executive Board to be more appropriately stored off site. All off site storage shall be inventoried in writing with a copy submitted to the President, and *appropriate*
Board Member.

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*Not dated but next to,
Minutes dated 8/26/1997*

STANDING RULES / POLICY

1. The Fresno Genealogical Society official emblem shall be an insignia consisting of an ash tree with the words "Fresno Genealogical Society" arched around the tree and the words "human beings....not merely ancestors" printed under it. The official colors shall be kelly green on white.
2. Dues shall be \$15 for an individual annual membership, \$20 for a family annual membership, \$200 for an individual life membership and \$225 for a family life membership. Institutions that subscribe to The Ash Tree Echo only shall pay an annual subscription rate of twelve (12) dollars U.S.
3. All dues and fees are due and payable on the first day of the calendar year and entitle the member to receive The Jotted Line, a newsletter and The Ash Tree Echo, a periodical. Dues paid after July 1 are paid for the remainder of the year and for the full year following.
4. The Society may elect no more than one Honorary Life membership per year by a majority vote at any general meeting.
5. Any member against whom charges of misconduct are directed shall be informed at least ten (10) days in advance of a meeting to consider all charges and shall have an opportunity to be heard at the meeting.
6. Any officer against whom the charges of misconduct or nonperformance of duties are directed shall be informed at least ten (10) days in advance of a meeting to consider the charges and shall have an opportunity to be heard at the meeting. After two months of no activity to fulfill the duties of their office, an officer shall be warned by the president. Thirty days thereafter, the office may be declared vacant and be filled in accordance with Article V, Section 6.
7. The installation dinner shall be held in a restaurant within 21 days after the election. The First Vice President shall arrange for the gift for the out going President.
8. All officers shall submit a proposed budget for their area of responsibility to the treasurer by the February general meeting. The treasurer shall compile a proposed budget to present to the Executive Board at the February Board meeting.
9. The Bylaws and Standing rules shall be reviewed biennially by the Executive Board.

10. The Treasurer shall make a financial report at each meeting, promptly deposit all monies received by the Society in an insured financial institution, signing checks and paying obligations of the Society. No monies shall be paid out by the Treasurer unless approved by the executive board.

11. The Librarian shall evaluate gifts for their genealogical value. Items solicited and collected and judged more appropriate to another institution may be donated or sold to that institution with the approval of the Library Committee. Money donated to the library funds for any special purpose, such as; buying books, CD's, microfiche, microfilm, memorials or general funds, will be carried over to the following calendar year, that is, until the money is used for its designated purpose.

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