

Bylaws of the Pawnee County Historical Society
Updated November 2010

§1. Name & Location

The name of this organization is Pawnee County Historical Society (hereinafter referred to as “PCHS” or “The Society”), located at 513 6th Street, Pawnee, Oklahoma 74058.

§2. Purpose

The purpose of this society is to bring together people who are interested in history and especially the history of Pawnee County so they may function as a unit of discovery to collect and preserve any material which may help to establish or illustrate the history of the area, its exploration, settlement, development and progress over the course of time. The Society will further provide for the protection and preservation of such material and for its accessibility, as far as may be feasible, to all who wish to examine or study it, to co-operate with officials in insuring the preservation and accessibility of the records and archives of the county and its various communities and institutions, and to undertake the preservation of historic structures, monuments and markers.

The Society will disseminate historical information and arouse interest in the past by publishing historical material in the newspapers, Internet and/or any other such media that may present itself; by meeting with groups and offering lectures, papers and discussions; and by marking historic buildings, sites and trails.

§3. Membership

Membership is open to anyone with an interest in or desire to help preserve the history of Pawnee County, Oklahoma without regard to race, sex, religion, origin, or age. Any person remitting an application for any of the Membership Classifications offered below accompanied by the appropriate dues will become a member.

A. Types of Membership

1. **Individual:** any individual over 18.
2. **Business/Professional:** a person, group, or firm wishing to offer support to the objectives of the society.
3. **Sustaining Member:** an individual, group or firm offering special support to the society. Mailed announcements shall be addressed to only the membership address.
4. **Husband & Wife:** an individual and spouse both wishing to support the objectives of the society, each having the same rights and privileges as an Individual Membership.
5. **Family:** Family membership will be open to all persons living in the same household. Family Members 18 years old and older will have

the same rights and privileges as Regular Members. Mailed announcements shall be addressed to the membership address.

6. **Junior Member:** any person under the age of eighteen (18) wishing to support the objectives of the society as an individual. This membership does not carry voting privileges unless said member in good standing should turn 18 within their membership year.
7. **Lifetime:** any individual eligible for individual membership will become a member for life with the payment of the appropriate fee which principal will be held in a special Lifetime account with only interest to be available for general expenses. In the instance of a catastrophic situation where use of the Lifetime funds is necessary for the continuation of the Society, such funds will be made available only by a two thirds (2/3) approval vote of the membership.
8. **Honorary Membership:** The Board may from time to time elect to bestow honorary memberships to certain individuals or groups in recognition of special services to the Society. Such memberships will be effective for one year. In rare instances an Honorary Lifetime membership may be proposed by the board, to be approved by vote of the entire membership.

B. **Annual Dues:** Annual Dues will be due upon joining and annually from the first day of the month of initial membership.

1. **Individual:** \$15.00
2. **Business/Professional:** \$30.00
3. **Sustaining:** \$50.00
4. **Husband & Wife:** \$25.00
5. **Honorary:** \$0.00
6. **Family:** \$30.00
7. **Junior:** \$5.00
8. **Lifetime:** \$200.00

C. **Voting Rights:**

1. **Individual:** Each Individual member will be entitled to one vote.
2. **Business/Professional:** Each Business/Professional Membership will designate a voting representative for The Society.
3. **Sustaining:** Each sustaining Membership will designate a voting representative for The Society.
4. **Husband & Wife:** Each Husband & Wife Membership is eligible for two votes even though listed as one household.

5. **Honorary:** Honorary Members have no voting rights.
 6. **Family:** Each Family Membership Member 18 years old and older, will be entitled to one vote.
 7. **Junior:** Junior Members have no voting rights.
 8. **Lifetime:** Each Lifetime Member will be entitled to one vote.
- D. **Member in Good Standing:** A Member will be considered to be in good standing if their dues are current or in arrears by not more than three calendar months after their annual dues renewal date.
- E. **Revocation of Membership:** Membership may be revoked by The Club for cause, pursuant to a review by the Board of Directors and presentation to the membership at a General Meeting for a majority vote. The person whose membership is being considered for revocation has the right to be heard before an Executive Committee Meeting, and by the General Meeting that is considering the revocation.

§4. Meetings & Quorum

- A. The society will hold monthly meetings.
- B. The regular April meeting will include election of officers.
- C. Special meetings will be called by the secretary at the request of the president, or 3 members of the board, or 5 members in good standing. Notification will occur at least two days prior to the date set for the meeting.
- D. Meetings will be conducted according to Robert's Rules of Order.
- E. A quorum will consist of those members present at any regular or duly called special meeting.

§5. Officers & Directors

- A. **Officers & Directors:** The officers, which will be elected annually, will be President, Vice-President, Secretary and Treasurer. Five directors will be elected for a term of three (3) years in a staggered rotation so that no more than two (2) will be up for election in any given year.
- B. **Board of Directors:** The officers and directors will constitute the Board of Directors (hereinafter referred to as "The Board").
- C. **Absence:** Any member of the Board who has been absent from three consecutive meetings a year without prior notification to the President or Secretary will cease to be a member thereof, subject to reinstatement by majority vote of the Board.

§6. Election & Duties of Officers and Directors

- A. **Election of Officers & Directors:** All officers and directors shall be elected by a plurality of votes cast at the April meeting.

- B. A **nomination committee**, appointed by the president two months prior to the election will select the candidates from the active membership. Nominations may also be made from the floor at the April meeting by any member in good standing, providing the person so nominated is present, or has in writing expressed a willingness to serve.
- C. **Assumption of duties:** Officers and Directors will assume their duties affective at the close of the meeting at which they were elected and will serve until their successors have been duly elected.
- D. **Resignations or Incapacity:** In the event of resignation or incapacity of any officer or director, except the President, the vacancy may be filled by a vote of the Board for the unexpired term of office. Such action will be presented for confirmation at the next regular meeting of the Society. In the event of resignation or incapacity of the President, the Vice-President will assume the duties of the President for the unexpired term and the Vice-President's position will be filled by as stated above.
- E. **Duties of the Officers will be as follows:**
1. **The *President*** will have executive supervision over the activities of the Society and will preside at meetings. He/she will appoint all committees and will be ex-officio member of each committee.
 2. **The *Vice-President*** will assume the duties of the President in the absence, incapacity or resignation of the President.
 3. **The *Treasurer*** will keep an accurate record of all monies received and disbursed by the Society: such records will be kept on file at the Pawnee County Historical Society Museum. The Treasurer will be responsible for paying all of the Society's just bills. The Treasurer will accept membership monies and maintain up-dated membership lists, making such available to the Secretary, Newsletter Editor and any other member whom may request the list. The Treasurer will submit a written report for the most recent fiscal year at the March meeting.
 4. **The *Secretary*** will keep an accurate record of the proceedings of the regular and special meetings of the general membership and Board. They will answer all general written communications and initiate correspondence upon request of the President or Board.
 5. **The *Board*** will have control and management of the business of The Society. It will determine the policies of the administration of the Society. It will be responsible for the finances and for the ethical standards of the Society. It will receive and act upon all the committee reports and those of the Officers of the Society.

§7 Committees

Committees, standing or special, may be appointed by the President with approval by membership or the Board of Directors, and will be in such number and for such terms as designated.

§8. Financial Matters

- A. No funds of the society will be invested or expended without authorization of the Board.
- B. The Board will designate the fiscal year. (Currently Jan 1 through Dec 31)
- C. The books of the Society will be submitted for an external audit any time at the request of the Board.
- D. All dispersals will require the signature of two officers. All accounts will carry at least 3 eligible signers, all of whom will be Officers or members of the Board of Directors of the Society.

§9. Dissolution

- A. Should the Society at any time permanently cease to function as a historical group, real property, artifacts and personalty that are the permanent property of the society will be transferred to the Oklahoma Historical Society, or historical group or educational institution within Pawnee County selected by majority members present at such meeting where dissolution is determined.
- B. Should there be outstanding debts owed by the Society, sufficient of said personalty and artifacts may be sold to satisfy creditors.
- C. Personal artifacts on loan to the Society must be returned to the donors of record or their heirs.
- D. After the Society permanently abandons all operation, any funds remaining under control of the Society will be donated to The Friends of the Pawnee Bill Ranch or any other appropriate entity within Pawnee County subject to approval of a majority vote of members present.

§10. Amendments, Revisions and Rescission

- A. All proposed amendments, alterations, or repeals of these Bylaws will be submitted in writing.
- B. Revision may be made by a two-thirds vote of members present at any regular meeting where notice of such action was given, or announced at the preceding meeting.

- C. These bylaws may also be amended or rescinded at a special meeting, called for that purpose, with previous notice and two-thirds vote of all those present and entitled to vote.

*Amendments to the Bylaws of the Pawnee County Historical Society
Passed by vote of the general meeting held 1 December 2010.*