

**BYLAWS
OF THE
FOX VALLEY GENEALOGICAL SOCIETY**

ARTICLE I – NAME

The name of this society shall be the Fox Valley Genealogical Society.

ARTICLE II – PURPOSE

Section 1 – To bring together persons who are researching in family history and to promote cooperation among them.

Section 2 – To educate others in methods and practices in genealogical research.

Section 3 – To inform people of the value of and need for preserving family and local history for posterity.

Section 4 – To collect and preserve genealogical and historical data.

Section 5 – To receive, hold, and invest monies, dues, gifts, sales, interest, etc., and to hold and administer property for the benefit of the Society and for its educational purpose as provided in Section 501(c)(3) of the Internal Revenue Code.

ARTICLE III – MEMBERSHIP AND DUES

Section 1 – Any person, association, society or corporation with an interest in the purpose of this society as stated in Article II may become a member of the Society upon payment of membership dues.

Section 2 – The membership dues shall be as determined by the Board of Directors and approved by a majority of members at a general meeting.

Section 3 – Classes of Membership:

- a. Individual Membership – Any person, library, or society paying annual individual membership dues.
- b. Family Membership – Any two or more persons in one family living at the same address paying annual family membership dues. Family memberships shall be entitled to one copy of the Society's quarterly.
- c. Charter Membership – Those persons or families who participated in the founding and organizing of the Society and/or who were members prior to 31 December 1981 shall be named charter members. Annual membership dues for charter members shall always be lower than for those who joined after 31 December 1981. To retain charter member status, membership must have been continuous.

- d. Individual Life Membership – Any person paying individual life membership dues.
- e. Family Life Membership – Any two or more persons in one family living at the same address paying family life membership dues. Family life memberships shall be entitled to only one copy of the Society’s quarterly.
- f. Honorary Life Membership – This class of membership may be given at the discretion of the Board of Directors in recognition of outstanding service to the Society.
- g. Student Membership – Any person paying student membership dues who is a full-time student in any grade K-12 or working toward their first college degree. Proof of student status must be presented. Student members are entitled to electronic communications only and member discounts on any society-sponsored events.

ARTICLE IV – MEETINGS

Section 1 – The general meetings of the Society shall be in September, October, November, January, February, March, April, May and June.

Section 2 – All general meetings shall be open to the public.

Section 3 – The Annual Meeting of the Society shall be the November general meeting.

Section 4 – Special meetings of the Society may be called by the President with the approval of the Board of Directors.

Section 5 – A quorum shall consist of those members in attendance at any general meeting of the Society.

ARTICLE V – OFFICERS AND THEIR DUTIES

Section 1 – All officers shall be members in good standing and shall attend meetings of the Board of Directors.

Section 2 – The officers of the Society shall be the President, First Vice President, Second Vice President, Secretary, and Treasurer, each of whom shall be elected at the Annual Meeting.

Section 3 – The President shall preside at meetings of the Board of Directors and general meetings. The President shall appoint Chairpersons of standing and special committees and shall be ex-officio member of all committees with the exception of the Nominating Committee.

Section 4 – The First Vice President shall assist the President in organizational duties and in the event of absence or inability to serve, shall perform the duties of the President, and shall serve as Chairperson of the Program Committee.

Section 5 – The Second Vice President shall assist the President and preside at the meetings in the absence of the President and First Vice President, and shall serve as Chairperson of the Membership Committee.

Section 6 – The Secretary shall record the minutes of all meetings of the Board of Directors, shall record the minutes of all general meetings of the Society, and shall preserve all minutes and reports. The Secretary shall conduct any correspondence as requested by the Society or the Board of Directors.

Section 7 – The Treasurer shall collect and record all dues and funds received by the Society, keep accurate records of all receipts and expenditures, have available a financial report at each general meeting and an annual report at the first meeting of the fiscal year, and serve as Chairperson of the Finance and Budget Committee.

ARTICLE VI – COMMITTEE CHAIRPERSONS AND THEIR DUTIES

Section 1 – The President, with the approval of the Board of Directors, shall appoint an Editor(s), a Librarian, a Webmaster and the Chairpersons of Society Committees, whose terms of office shall coincide with that of the President. These appointees shall be responsible to the Board of Directors. The President shall, if not otherwise provided for in the Bylaws, appoint the Chairpersons of committees, standing or special, as directed by the Board of Directors.

Section 2 – The Editor(s) shall edit and cause to be published the Society’s quarterly and electronic newsletter in accordance with the policies established by the Board of Directors.

Section 3 – The Audit Committee shall examine the Treasurer’s accounts annually at the end of each Treasurer’s term of office. This committee will audit the accounts and report their findings in a signed report at the February Board of Directors’ meeting and General meeting.

Section 4 – The Librarian carries out the duties of Librarian as directed by the Society’s Board of Directors and shall serve as Chairperson of the Library Committee.

Section 5 - The Webmaster shall implement the technology used by the Society, including, but is not limited to, the Society website, email, electronic newsletter, and online activities such as databases, forms, and registrations.

ARTICLE VII – BOARD OF DIRECTORS

Section 1 – The Board of Directors shall consist of the President, First Vice President, Second Vice President, Secretary, Treasurer, Editor(s), Librarian, Webmaster, Immediate Past President, and three Directors-at large elected by the membership.

Section 2 – The Board of Directors shall have the power to transact the affairs of the Society. At any meeting of the Board of Directors, six members shall constitute a quorum and a simple

majority is required to pass a motion. Any act of the Board of Directors may be brought before a general meeting by any member and overridden by a simple majority of members present.

Section 3 – The President shall establish a date for monthly meetings of the Board of Directors during his or her tenure.

Section 4 – Special meetings of the Board of Directors may be called by the President or by a majority of the board members.

ARTICLE VIII – ELECTIONS

Section 1 – The Chairperson and members of the Nominating Committee, consisting of no fewer than three members and no more than five members. They shall prepare a slate of candidates, secure the consent of the candidates nominated, and present the slate to the membership at the general meeting prior to the Annual Meeting. The Chairperson shall be selected from the Board of Directors, by the Board of Directors. The President may not serve as Chairperson, nor be on the Nomination Committee.

Section 2 – Nominations for any office may also be made from the floor by any member of the Society at the Annual Meeting.

Section 3 – No person may hold two elective offices concurrently.

Section 4 – All officers shall be elected by a simple plurality vote.

Section 5 – A secret ballot may be requested by a simple majority of those members present at the Annual Meeting.

Section 6 – Officers elected at the Annual Meeting shall take office at the start of the calendar year. They shall serve until their successors have been elected and installed.

Section 7 – Three Directors-at-large shall be elected to serve a two-year term on the Board of Directors. These terms will be staggered. One director will be elected in November of odd years with his or her term beginning January of even years; two directors will be elected in November of even years with their terms beginning in January of odd years.

Section 8 – In the event of the resignation or incapacity of any officer and/or director, except the President, the vacancy may be filled by a vote of the Board of Directors, for the unexpired term of office. In the event an office is created by an amendment to the bylaws, that office may be filled by a vote of the Board of Directors for the unexpired term of office.

ARTICLE IX – FISCAL YEAR

The fiscal year of the Society shall coincide with the calendar year, January 1 to December 31.

ARTICLE X – DISSOLUTION CLAUSES

Upon the dissolution of the Society, the officers who serve as the Board of Directors shall, after paying or making provisions for the payment of all liabilities of the Society, offer the assets of the Society to an organization or organizations founded and operated exclusively for educational, charitable, religious, or scientific purpose which qualified as an exempt organization under Section 501(c)(3) of the Internal Revenue Code of 1954, (or the corresponding provision of any future United States Internal Revenue Law,) as the Board shall determine. Any of such assets not so disposed of shall be disposed of by the County Court of the County in which the Society is located, exclusively for such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes under Section 501(c)(3) of the Internal Revenue Code of 1954 (or the corresponding provision of any future Internal Revenue Law.)

ARTICLE XI – AMENDMENTS TO THE BYLAWS

The bylaws may be amended at any general meeting of the Society, or at a special meeting called for that purpose, by a majority of those members voting, provided written notice of the proposed changes is given at the previous general meeting.

ARTICLE XII – PARLIAMENTARY AUTHORITY

THE RULES CONTAINED IN Robert’s Rules of Order shall govern the proceedings of the Society and the Board of Directors, except in such cases as are governed by the Bylaws.

ARTICLE XIII – EFFECTIVE DATE OF ADOPTION

These bylaws and/or amendments shall go into effect upon adoption.

Adopted 14 October 1981

Amended October general meeting, 1984

Amended March general meeting, 1996

Amended September general meeting, 2008
