

## **CONSTITUTION**

### **ARTICLE I**

#### **Name**

The name of this Society shall be “Jackson County Historical Society,” and it shall incorporate under the Internal Revenue Code to become a tax exempt corporation in the State of Illinois.

### **ARTICLE II**

#### **Objects**

The objects for which this Society are formed are to arouse and stimulate an interest in the history of Illinois in general, and Jackson County in particular; to encourage historical research and secure its promulgation; to aid in collecting and to collect and preserve all data relating to the history of Illinois and its peoples in Jackson and adjoining counties; and to do all and any of the things necessary to the attainment of the objectives of the Society.

### **ARTICLE III**

#### **Membership**

- Section 1. Membership shall be open to anyone interested in history, and/or related fields.
- Section 2. Membership types, and amount of dues, shall be set by the Board of Directors of the Society, with the consent of the majority of the members present at the meeting.
- Section 3. Charter members shall be designated at those having signed the Charter Roll.

### **ARTICLE IV**

#### **Officers and Duties**

- Section 1. All officers shall be paid up members and shall attend Board meetings. They shall:
- (a) Perform the duties outlined in this Constitution and the By-Laws and any assigned in the future
  - (b) Deliver to the successor of office all official materials during the month of December.
  - (c) Present an outline of the work of each officer to the succeeding officer during December.

Section 2. The officers shall be as follows: President, Vice President, Secretary and Treasurer, to be elected to one-year terms.

Section 3. There will be fourteen (14) Directors. Each Director shall be Chairman of one of the following committees, to serve two years, seven to be elected each year.

|                                |                              |
|--------------------------------|------------------------------|
| Membership*                    | Museum & Displays*           |
| Newsletter (Editor)            | Historical Buildings and     |
| Library                        | Sites*                       |
| Photo File*                    | Publications                 |
| Cemeteries, Memorials and Park | Publicity & Public Relations |
| Program                        | Genealogy*                   |
| Budget*                        | Hospitality*                 |
|                                | Special Projects             |

\*Elected 1984

Section 4. Officers and Directors shall be elected at the Annual meeting in October and take office the following January. Directors shall make reports of their committees at each Board meeting.

Section 5. The President shall preside at all Board meetings and general meetings and will serve as the ex-officio member of all committees.

Section 6. The Vice-President shall assist the President in organizational duties and shall perform the duties of the President in the absence or inability of that officer to serve.

Section 7. The Secretary shall record and read the minutes of the regular business meetings and the Board meetings and preserve all minutes and documents. The Secretary shall be responsible for the correspondence of the Society.

Section 8. The Treasurer shall collect and record all dues and funds received by the Society, give monthly financial reports to the Board and a yearly report at the annual business meeting. The Treasurer shall accurately record all receipts and expenditures. The Treasurer will submit all records to the Board of Directors for audit at the end of each fiscal year.

## **ARTICLE V**

### **Executive Board**

Section 1. The Executive Board shall consist of the Elected Officers and Directors.

Section 2. Duties of the Executive Board shall be to:

- (a) Transact the affairs of the Society
- (b) Recommend purchases, plan and implement the budget
- (c) Set policy and new projects
- (d) Keep the membership informed
- (e) Promote the Society

Section 3. Meetings of the Executive Board shall be monthly, with the exception of December. Five (5) members of the Board shall constitute a quorum. Special meetings of the Board may be called by the President or by the majority of the members of the Board.

## **ARTICLE VI**

### **Committees**

Directors (Committee Chairmen) shall recommend policy for their committee to the Board and work within the budget designated for each committee.

## **ARTICLE VII**

### **Fiscal Year**

The fiscal year of the Society shall begin on January 1<sup>st</sup> of each year and end on December 31<sup>st</sup> of that same year.

## **ARTICLE VIII**

### **Quorum and Voting**

Section 1. A Nominating Committee appointed by the President shall submit a slate of Officers and Directors to the general membership at the annual meeting. The chairman must have the consent of any member nominated for an office.

Section 2. Nominations may be made from the floor by any member of the Society.

Section 3. Board members shall be elected for a two-year term but may be reelected to following terms. All Directors serve for two years, except when filling an unexpired term.

Section 4. 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 Executive Board for the unexpired term of office. The President's office shall be filled by the Vice President. The Vice-Presidency may then be filled by a vote of the Board.

## **ARTICLE X**

### **Dissolution**

- Section 1. In the event of dissolution, all remaining assets, after the satisfaction of liabilities, will be distributed to the Illinois Historical Society under Section 501©(3) of the Internal Revenue Code, or to a State of Illinois organization operated exclusively under the same code for historical purposes if the former does not exist.
- Section 2. No part of the net earnings of the corporate Society shall accrue to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporate Society shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article II hereof. The corporation shall not participate in or intervene in any political campaign on behalf of any candidate for public office. Under these provisions the Society will not engage in any activities that are not permitted to be carried on as follows:
- (a) By a corporation exempt from Federal Income Tax under Section 501 (c)(3) of the Internal Revenue Code of 1954 (or corresponding provision of any further United States Internal Revenue law).
  - (b) By a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue law).
  - (c) The Society shall abide by any changes in the law that affect Section 501(c)(3) and Section 170(c)(2) of the Internal Revenue Code after this date of adoption, as long as the Society desires to remain a tax-exempt organization.

## **ARTICLE XI**

### **By-Laws**

- Section 1. Special Committees may be appointed by the President or as directed by the Society or Executive Board.
- Section 2. The Executive Board shall have such powers and perform such acts as devolve upon them under the Statutes of Illinois.
- Section 3. No property of the Society may be removed from the Society's possession without the consent of the appropriate Committee Chairman and the President. The borrower must furnish a written receipt for all property taken from the Society's possession.

Section 4. Proper records shall be maintained on all material, donations and loans to the Society.

Section 5. All matters of business not covered by the Constitution and By-Laws shall be conducted according to Roberts Rules of Order.

**Adopted by vote of the membership at the Annual Meeting October 21, 1984**