



# HEBRON PRESERVATION SOCIETY BY-LAWS

Adopted Feb. 6, 1975

Amended Feb. 23, 1977

Amended April 10, 1986

Amended Oct. 11, 1988

Amended Sept. 14, 1989

Amended June 10, 1993

Amended Oct. 17, 2002

Amended September 11, 2003

Amended June 10, 2004

Amended July 9, 2015

Amended November 16, 2023

## **ARTICLE I Membership and Dues**

- **Section 1:** Any person interested in the history of Hebron who applies for membership, in any classification of membership, and who tenders the necessary dues shall thereby become a member.
- **Section 2:** Annual dues for individual active members shall be \$15.00
- **Section 3:** Annual dues for families shall be \$25.00.
- **Section 4:** A member in good standing prior to the date of incorporation will be considered a charter member of the organization.
- **Section 5:** Annual dues shall be payable by June 1.

## **ARTICLE II Schedule and Quorum for Meeting**

- **Section 1:** Regular meetings of the organization shall be held on the second Thursday, April through October. The place and time of each monthly meeting will be set by the Board of Trustees with adequate notification of all members.
- **Section 2:** Special meetings may be called by the Board of Trustees with adequate notification of all members.
- **Section 3:** The Board of Trustees shall meet at the discretion of the President.
- **Section 4:** A quorum at any board meeting shall be 50% of board members. A quorum at the Annual Meeting and any other meeting of the full membership shall be 33% of members in good standing either present at the meeting or voting by written proxy (email or document).

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## **ARTICLE III Duties of the Officers and Trustees**

### **ARTICLE III Duties of the Officers**

- **Section 1:** The President shall have executive supervision over the activities of the organization within the scope provided by these by-laws. The President shall preside at all the meetings of the full organization and the Board of Trustees. An annual report shall be made on the activities of the society. The President shall appoint the members of the committees and delegates not provided for.
- **Section 2:** The Vice President shall assume the duties of the President in the event of absence, incapacity, or resignation of the President. The President or the Board of Trustees may assign special duties for the Vice President.
- **Section 3:** The recording secretary shall keep the minutes of the meetings of the organization and of the Board of Trustees.
- **Section 4:** The corresponding secretary shall conduct the correspondence of the society

including that pertaining to financial donations.

- **Section 5:** The Treasurer shall be responsible for the safekeeping of organization funds and for maintaining adequate financial records. The Treasurer shall deposit all monies received with a reliable banking company in the name of Hebron Preservation Society.

#### **ARTICLE IV Board of Trustees**

- **Section 1:** The duties of the Board of Trustees shall be to transact necessary business at the intervals between annual meetings and any other meeting of the full membership.
- **Section 2:** The Board of Trustees shall prepare a budget to be presented at the annual meeting.
- **Section 3:** Emergency distribution of funds under \$500.00 may be made by consensus of the President, the Treasurer, and one other officer. Any decisions involving unallocated society funds over \$500 will be made by majority vote of the Board of Trustees.

#### **ARTICLE V Committees**

The President shall appoint members and chairpersons of committees as needed with the approval of the Board of Trustees.

#### **ARTICLE VI Parliamentary Authority**

The rules contained in Robert's Rules of Order shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with the constitution and by-laws.

#### **ARTICLE VII Amendments**

These by-laws may be amended by the Board of Trustees by two-thirds vote of its members after 30 days notice of the proposed changes.