THE GRANITE HISTORICAL SOCIETY, INC.

BY-LAWS

Article I: NAME.

The name of the Society shall be The Granite Historical Society, Inc.

Article II: PURPOSE.

Sec. 1. The purpose of the Society shall be to promote a better appreciation of our American Heritage by bringing together those persons interested in the civil national and literary history of the Granite region in the State of Maryland.

Sec. 2. The Society's major functions will be to discover and collect any material which will help establish or illustrate the history of the area: its exploration, settlement, development and activities in peace and in war, its progress in population, wealth, education, arts, science, agriculture, manufacturing, trade and transportation. Examples of such materials include, but are not limited to histories, genealogies, biographies, descriptions, gazettes, directories, newspapers, pamphlets, catalogs, circulars, hand-bills, programs and poster, service records, accounting books, charts, surveys and field books. Further examples are pictures, photographs, paintings, portraits, scenes, aboriginal relics, and any material objects illustrative of life, conditions, events and activities of the past and present.

Sec. 3. The Society will disseminate information relating to the civil, natural and literary history of the Granite region by using such means as chosen by the Board of Directors.

Sec. 4. The Society will help to preserve the historical integrity of the Granite National Historic District, its entities, and the surrounding area. Entities shall be defined as but not limited to such components as buildings, lands and cemeteries.

Article III: MEMBERSHIP AND DUES.

Sec. 1. Any person interested in the purpose of the Society who applied for membership in any classification of membership and who tenders the necessary dues shall thereby become a member.

Sec. 2. Membership shall consist of seven (7) classes.

A. Individual - any person interested in the purpose of the Society.

B. Student - any person attending any school on a full time basis. The student must be eighteen (18) years of age in order to vote.

C. Family - Two (2) persons living in the same household. Both persons are entitled to a vote.

D. Patron - Individual or group offering special support to the objectives of the Society and is entitled to one (1) vote.

E. Corporate - Public or private business wishing to support the Society, but has no vote.

F. Individual Life - Individual member contributing one payment to cover all dues for his/her lifetime.

G. Honorary- An honorary membership is a complimentary title that may be bestowed on members or nonmembers and is perpetual. It may be bestowed upon a person or persons eminently distinguished for historical achievements or whose interests and support have contributed significantly to the objectives of the Society. Honorary members shall be elected by a three-quarters (3/4) vote of members present at a general meeting upon nomination by the Board of Directors. Rights carried with the honor include the right to attend meetings and to speak, but not to make motions or vote unless the person is also a dues-paying regular member.

Sec. 3. The fiscal year of the Society shall be January 1 through December 31.

Sec. 4. Annual dues shall be due in January in accordance with the amount for each classification of membership. The amount of dues for each classification shall be recommended by the Board of Directors and require approval by a majority of the votes cast by the membership at the Annual Meeting. Any changes in the proposed dues, along with a rationale for the change, shall be furnished to the active membership thirty (30) days in advance of the vote for the change. Any changes in dues shall not apply until the next fiscal year.

Sec. 5. Members whose dues are not paid by January 1 of the following fiscal year shall be dropped from membership. No person shall be entitled to vote unless dues for the current year are paid.

Sec. 6. New members may join the Society at any time and will be considered members with full privileges upon receipt of the applicable dues and membership application to the Treasurer. New members who join on or after October 1st of the current fiscal year will be deemed payable through the next fiscal year.

Article IV: OFFICERS AND BOARD OF DIRECTORS

Sec. 1. The Society Officers and Directors shall consist of a President, a Vice-President, a Secretary, a Treasurer, and six At-Large Directors, all of whom must be paid members.

A. President: The President shall exercise a general supervision over the affairs of the Society and be member ex-officio of all committees; preside over meetings of the Board of Directors and general meetings; call special meetings when needed; appoint chairpersons of standing committees and shall be empowered to appoint such committees as the needs of the Society require. The President shall be allowed to expend up to $50 without Board approval.

B. Vice-President: The Vice-President acts for the President in the latter's absence and may serve in any capacity in accordance with the by-laws at the President's request.

C. Secretary: The Secretary shall be responsible for the duties of both a recording and corresponding secretary. The secretary shall maintain a written record of the proceedings of all meetings of the Board of Directors and the general membership meetings; file copies of all correspondence received or sent; mail all notices covering the affairs of the Society as directed by the President; and perform such other duties as may be assigned by the President or Board of Directors.

D. Treasurer: The Treasurer shall be responsible for the accounting of the funds of the Society; maintaining a complete record of receipts and reimbursements; making such disbursements as may be approved; rendering a true and complete record at each meeting; maintaining a checking and/or savings account in a federally insured financial institution with at least two (2) signatures registered, either of which may be used for checks; collecting dues; keeping a membership list up to-date; preparing statements for delinquent members whose dues are in arrears; submitting records to the Financial Committee prior to the end of each term of office for auditing.

E. At-Large Directors, hereafter referred to as Directors: Each Director shall be familiar with the purpose and goals of the Society and take active measures to advance such goals. Directors shall be responsible for attending Society meetings, actively participating in such meetings and the decisions of the Society, and communicating to the Board any concerns regarding the Society's business. Directors may be assigned to various committees or other Society business as requested by the President or Vice President.

F. The Governing Body of this Society shall be the Board of Directors, hereafter referred to as the Board. It shall be chaired by the President and consist of the officers and six directors. In addition, the outgoing President will become the Immediate Past President and join the Board with voice and vote. He/she will hold this position until replaced by another outgoing President. The Board of Directors shall control and manage the affairs and finances of the Society and shall have the authority to take such actions as will fulfill the purpose of the Society. A quorum of six (6) of the Board of Directors is required at any meeting to make a decision.

G. Conflict Avoidance. No Officer or member of the Board of Directors shall participate in any matter in the name of the Society unless approval is given by the Board of Directors or by the voting members.

Sec. 2. ELECTION OF OFFICERS AND DIRECTORS.

A. All Officers and Directors shall be elected by a plurality of votes cast at the Annual Meeting from a slate of candidates presented by the Nominating Committee and any eligible and consenting members nominated from the floor. Voting may be conducted by secret ballot. If extenuating circumstances warrant, election of the Officers and Directors may be conducted via other means deemed necessary by the Board.

B. Notice of election and publishing of the slate of officers proposed by the Nominating Committee shall be circulated to members thirty days prior to the Annual Meeting.

Sec. 3. TERMS OF OFFICE.

A. The term of office of all officers and directors commence after their election at the Annual Meeting.

B. The term of office for officers shall be for a period of one year.

C. The term of office for directors shall be as follows: Initially two directors shall be elected for a one-year term, two directors for a two-year term, and two directors for a three-year term. At subsequent annual elections, two directors will be elected for a term of three years.

D. The President may only serve two consecutive one-year terms and may again become eligible for this office after a lapse of one year.

Sec. 4. VACANCIES. Any vacancy left by an officer or director shall be filled for the unexpired term by a majority vote of the Board of Directors or at the Annual Meeting, if the vacancy occurs at that time.

Article V: MEETINGS.

Sec. l. Annual Meeting. The Annual Meeting of the Society shall be held each calendar year in a manner, time, and place to be designated in a notice which shall be mailed or electronically distributed to each member at least thirty (30) days prior to the meeting. This meeting shall be held for considering the current status and plans of the Society electing officers and directors, and such other business as may be necessary. Should the Annual Meeting need to be cancelled for any reason, the Board shall notify the members of the annual status and/or determine the need for a special meeting to be convened at a later time. Special meetings of the general membership may be called by the President or on written request by at least three (3) members of the Board of Directors.

Sec. 2. Meetings of the Board of Directors. Regular meetings of the Board of Directors shall be held at least quarterly. Special meetings of the Board may be called by the President or on written request by at least three (3) members of the Board. Board of Directors' meetings shall be open to all interested persons.

Article VI: COMMITTEES.

Sec. l. The Society may from time to time establish or activate such committees that are deemed necessary to further the goals and aspirations of the organization. A few of the suggested committees and their intended purpose are detailed below.

A. A Communications Committee shall be responsible for the writing and distribution of a newsletter. They shall also inform the membership of the Society's research projects and the availability of any resulting reports or videos. A member of this committee will be designated to oversee the maintenance of the Society's website.

B. A Membership Committee shall actively pursue new members for the Society. It shall receive membership applications, announce them at the next Board meeting and forward the application to the Treasurer and Secretary for updating of their records.

C. A Program Committee shall be responsible for planning and arranging the programs for the Society's meetings and any special events that focus on the history of Granite. The Program Committee chairman shall be responsible for sending written notes of appreciation to all participants in the programs on behalf of the Society.

D. A Financial Committee shall be responsible for auditing the books of the treasurer at the end of each term and give a report to the Annual Meeting. At the direction of the President, the committee may draw up an operating budget, consider a plan for raising funds or perform any other duties which might benefit the financial situation of the Society.

E. A Research committee shall coordinate and conduct research on the history of Granite and encourage the research and recording of the genealogy of Granite families.

F. A Preservation Committee shall promote the restoration, repair, and maintenance of historical sites, and where possible, help to prevent the destruction of any such site.

Sec.2. The President shall appoint the chair of all committees as appropriate.

Sec. 3. The Nominating Committee shall consist of three (3) members of the Society appointed by the Board of Directors, excluding the President. These three (3) members shall share the responsibility of the committee with no chair designated. The President should never appoint this committee nor be a member of it.

Sec. 4. Other committees standing or special shall be designated by a majority of the Board.

Article VII: ARCHIVIST.

The Society's Archivist shall be appointed by the Board and serve at the Board's discretion. The responsibility shall be to maintain the Society's Central Registry.

Article VIII: CENTRAL REGISTRY.

The Society shall endeavor to create and maintain a Central Registry which will provide catalog all items collected and maintained by the organization. The specific items for this Registry will consist of materials referenced in Article II, Section 2 and completed or ongoing research for the Society's purpose. All materials are subject to U.S. Copyright Laws Any and all items in this Registry may not be reproduced in any form without the written permission of The Granite Historical Society, nor used for any gain, monetary or otherwise, by any individual or group other than the Society as a whole.

Article IX: PARLIAMENTARY AUTHORITY.

The rules contained in Robert's "Rules of Order" shall govern the proceedings of the Society except in such case as are governed by The Granite Historical Society's By-Laws.

Article X: AMENDMENTS.

These By-Laws may be amended at any annual or special meeting of the general membership of the Society by a 2/3 vote of members present, provided that the entire text of the proposed amendment and existing or standing amendment be furnished thirty (30) days prior to its consideration.

March 1, 1993
Revised January 27, 1997
Revised February 23, 2000
Revised February 19, 2002
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