

BYLAWS
HISTORICAL SOCIETY OF THE
UNITED METHODIST CHURCH

Article I (NAME)

The name of this Society shall be the Historical Society of The United Methodist Church.

Article II (PURPOSE)

The purpose of this Society shall be to promote interest in the study, preservation, and dissemination of the history of The United Methodist Church and its antecedent bodies. It will work cooperatively with the General Commission on Archives and History (hereafter referred to as the Commission.)

Article III (MEMBERSHIP)

- Section 1. The membership of this Society shall include all who choose to support its purposes and pay the annual membership fee.
- Section 2. Membership shall be for one year or two years*. Membership shall begin on the first day of the next quarter following processing of dues. Quarters will begin on the first day of January, April, July, and October. Membership privileges shall cease on the last day of the fifth quarter for those who have not renewed.
- Section 3. The Society may make provisions for special categories of membership, such as student, senior, life, and honorary.
- Section 4. Membership benefits will include publications of the Society, reduced prices on Commission resources, and voting privileges at Society meetings.

Article IV (PROGRAM INTEREST AREAS)

- Section 1. The Society shall promote the development of program interest areas to share ideas and news via the Society's e-mail list serve, the Society's newsletter, the Society's web site and the society's annual meeting.
- Section 2. Program interest areas shall include, but not be limited to: local church history, family history, commissions and historical societies, archives, education and research, museums, women's history, ethnic history, worship and music.
- Section 3. The program interest areas shall be responsibility of a Program Committee, elected by the Board of Directors, and coordinated by the Vice-President of the Society.

Article V (MEETINGS)

- Section 1. The Society shall meet annually.
- Section 2. Notice of all meetings shall be given at least six months in advance.
- Section 3. A quorum shall consist of the members present at a duly-called meeting.
- Section 4. Minutes of the Society's annual meetings shall be published in *Methodist History*.

Article VI (OFFICERS)

- Section 1. The officers of the Society will be elected for four year terms and will serve for four years or until their successors are elected. They shall function as officers of the Board of Directors. No person may serve more than two consecutive four year terms as an officer.
- Section 2. The officers will include a president, vice-president, recording secretary and treasurer. They will assume the normal duties associated with these offices.
- Section 3. The president shall also coordinate recruitment and retention of members.
- Section 4. The vice-president shall also coordinate programs and annual meetings.
- Section 5. The recording secretary shall also coordinate public relations.
- Section 6. The board shall annually elect a membership secretary who shall maintain a database and shall report regularly to the board.
- Section 7. The treasurer shall also develop, propose, and monitor an investment policy for the Society.

Article VII (BOARD OF DIRECTORS)

- Section 1. The Board of Directors shall include the elected officers, the General Secretary of the Commission, a voting member of the Commission, the Editor of *Historian's Digest*, and four members-at-large who will constitute a Program Committee, coordinated by the Vice-President of the Society.
- Section 2. Two years following the election of the officers, the officers (4) and the ex-officio members (3) of the Board will select four members-at-large, for a four-year term, to serve as the Program Committee. The Board shall seek suggestions for Program Committee members from the Society membership and shall consider both the demographic balance of the Board as well as the ability of the members to represent the program interest areas of the Society. Program Committee members may be re-elected for one additional four year term.
- Section 3. The Board will meet at least annually and at the call of the president or three other Board members.
- Section 4. The Board has general supervision of the affairs of the Society and shall act on all matters for the Society, subject to previous actions of the membership and these Bylaws. It will report its actions at meetings of the Society and be subject to direction from the membership.
- Section 5. The board shall annually elect the editor who shall have overall responsibility for the production of *Historian's Digest*.
- Section 6. Among other duties, the board will:
- A. Cooperate with the Commission in planning Historical Convocations.
 - B. Establish and maintain close ties with the World Methodist Historical Society and appropriate sections.
 - C. Develop programs and projects that will promote the purposes of the Society.
 - D. Name each quadrennium a Committee on Honorary Life Memberships to recommend to the board no more than one person each year as an honorary life member for outstanding contributions to church history.
 - E. Fill vacancies between meetings. An election will be held at the next Society meeting.

Article VIII (NOMINATING COMMITTEE)

- Section 1. A Nominating Committee of at least five persons elected from the floor at the annual meeting held in the same year as a General Conference of The United Methodist Church shall prepare a slate of nominees for the offices. The election may be by mail ballot.
- Section 2. The Nominating Committee shall present at least two nominations for each elective office unless the Committee can provide evidence that they have made a good faith attempt and can only find one individual willing to run for an office.
- Section 3. The Nominating Committee shall seek suggestions for possible nominees for each office from the membership at large prior to submitting a slate of office to the membership. The Board of Directors shall be responsible for developing guidelines for these suggestions.
- Section 4. The Nominating Committee will, in selecting candidates for the offices of the society, take into account the demographic diversity of the society's membership.

Article IX (FINANCES)

- Section 1. The Board of Directors shall submit a balanced budget for the society each year.
- Section 2. The society shall be self-supporting through membership fees and other sources, except for the space and services provided by the Commission.
- Section 3. There shall be an annual audit.

Article X (PUBLICATIONS)

- Section 1. A subscription to *Methodist History* is included in membership.
- Section 2. The Society may also issue its own publication(s).
- Section 3. The Society may cooperate with the Commission in other publication projects.

Article XI (INCORPORATION)

- Section 1. The Society is incorporated in the State of New Jersey and registered with the Internal Revenue Service as a non-profit tax exempt organization for religious, charitable, and educational purposes.
- Section 2. No individual shall benefit financially from the actions of the society, including its dissolution. Should the Society be discontinued, all of its assets shall go to any agency qualified for the same status with the Internal Revenue Service.
- Section 3. The incorporation address of the Society shall be that of the Commission.

Article XII (PARLIAMENTARY AUTHORITY)

The rules contained in the current edition of *Robert's Rules of Order* shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and the policies and procedures adopted by the Society or board.

Article XIII (AMENDMENT OF BYLAWS)

- Section 1. These Bylaws may be amended at any meeting of the society provided that proposed amendments are published in *Historian's Digest* at least three months in advance.
- Section 2. Any proposed amendment that has received the required written notice may itself be revised and voted upon by the Society at the meeting at which the original proposed amendment was presented without further written notice requirement. Revisions that are declared non-germane by the presiding officer and/or the body would become subject to the written notice requirement.

*Two year memberships were discussed and passed with approval of the 1995 budget at the 1994 annual meeting but were not recorded as an official revision of the bylaws. However, the Society has continued to offer one or two year memberships in subsequent years.

As amended 08/21/2006 and subsequently prepared by Mary Bakeman, Secretary