

# **South Lake County Agricultural Historical Society, Inc.**

## **Amendments to the By Laws**

### **Articles I through XVII**

#### **Article I – Organization Name:**

- The name of the organization shall be South Lake County Agricultural Historical Society, Inc. It shall be not-for-profit and non-partisan and non-sectarian.

#### **Article II – Purpose of Organization:**

- To preserve and display at least once a year to the public, artifacts, antiques, farm equipment, old cars, trucks, and household items, or other items which are of interest or educational value to the general public.

#### **Article III – Membership:**

- Membership in the organization shall consist of Charter, Lifetime, and Regular members, with unlimited Lifetime and Regular membership to include spouses. Membership of the head of family shall include membership rights for the member and the member's spouse, including voting rights. All other family members residing in the member's home, except those who have passed the age of sixteen (16), shall have all member's rights except voting. Those over sixteen (16) would require a separate membership.
- Membership dues shall be reviewed and set by a vote of the Advisory Board.

#### **Article IV- Meetings:**

- Special meetings may be called by the Advisory Board and special notification must be made to members not less than forty-eight (48) hours before the meeting.
- Annual meeting of entire membership to be set by the Advisory Board, for the purpose of conducting an election and making annual reports. All members are entitled to one vote, with no proxy votes to be cast. Robert's Rules of Order to prevail at all meetings.
- A quorum for the Advisory Board Meetings shall be defined as more than half of the current Advisory Board members and Officers combined.

#### **Article V – Compensation:**

- No member shall be eligible for compensation for their talents or labor unless contracted prior with the organization.

#### **Article VI – Officers:**

- The officers of the organization shall consist of President, Vice President, Secretary, Treasurer, Financial Officer, Assistant Secretary, Assistant Treasurer and Registrar.
- Any member in good standing with at least two (2) years membership, is eligible to hold elected office. To be eligible for election, a member must have attended one half (1/2) of all meetings held in the year preceding their election.
- No member may hold an elected office and Advisory Board seat at the same time.
- The Officers shall be considered part of the Advisory Board and vote at the Advisory Board meetings.

#### **Article VII- Duties of the President:**

- The President shall be the principal Executive Office of the organization. They shall chair all meetings of the membership and Advisory Board.
- They will appoint all Committee Chairpersons. Chairpersons will appoint their own committees.

- They will sign with the Secretary, or any other proper officer of the organization authorized by the Advisory Board, any and all legal documents or other instruments which the Advisory Board has authorized to be executed.
- They will sign checks in the absence of the Treasurer and the Assistant Treasurer.

**Article VIII – Duties of the Vice President:**

- To assume the role of the President in the President’s absence. To help the President in any way possible.
- The Vice President shall fill the position of a vacated Presidency until the next regular election.
- The Vice President shall serve as “Show Director” unless another individual is recognized for that position. They will work with the Advisory Board to maintain open lines of communication.

**Article IX – Duties of the Secretary & Assistant Secretary:**

- The Secretary shall keep the minutes of all Regular and Special Meetings. The Secretary shall read the minutes of all meetings and handle all correspondence and be custodian of all Organization’s records.
- The Assistant Secretary shall assume the duties of the Secretary in their absence.

**Article X – Duties of the Treasurer, Assistant Treasurer:**

- The Treasurer will keep the financial records of all non-investment accounts. They will handle all monies and be responsible for paying all bills. The Treasurer must give a receipt for all monies taken in.
- The Assistant Treasurer shall assume the duties of the Treasurer in their absence.
- They shall work together with the Officers and Advisory Board to present and develop all budgets or reports as requested.

**Article XI – Duties of the Registrar:**

- Record all memberships, keep a record of all members mailing addresses, email addresses, contact information and attendance at meetings.
- Notify all members of meetings.
- Keep an accurate record of all events; collect all publicity and photos about the Organization.

**Article XII – Duties of Financial Officer:**

- Oversee the investments of the organization and to give a report at meetings.
- Be responsible for filing entity reports and all tax reports/filings.
- Conduct a yearly audit.
- Work with the Treasurer on budgets.

**Article XIII – Advisory Board:**

- The Advisory Board shall consist of a minimum of nine (9) members and a maximum of fifteen (15) members plus the President of the Organization, who shall serve as an ex-officio member of the Advisory Board and will cast the deciding vote in the event of a tie.
- The President shall serve as a Chairperson of the Advisory Board.
- The immediate past President of the Organization shall become a member of the Advisory Board and serve a one (1) year term unless they were removed from office.
- The Advisory Board shall be elected from the membership.

- Any member in good standing with at least two (2) years membership, is eligible to be elected as an Advisor.
- To be eligible for election to the Advisory Board, a member in good standing and otherwise eligible must have attended one half (1/2) of all meetings held in the year preceding their election.

**Article XIV – Duties of the Advisory Board:**

- To decide if any member or officer should be removed for just cause.
- To call a Special meeting of membership.
- To approve all expenses over two hundred dollars (\$200.00).
- Set date and place of meetings.

**Article XV – Terms of Office:**

- Officers shall serve one (1) year terms. The members of the Advisory Board shall serve three (3) year terms.

**Article XVI – Dissolution:**

- Upon dissolution, any and all monies owed shall be paid and the balance donated to not for profit agencies, groups or the like, that operate as an agricultural, educational or historical institution. Determination of said distribution shall be at the direction of the General Membership at time of dissolution.

**Article XVII –Amendments:**

- These By-Laws may be amended by a two thirds (2/3) vote of the membership present at a special meeting called by the President for this purpose.

**Article XVIII – Public Displays:**

- Public Displays and expositions shall be held, where practicable, at the Lake County Fairgrounds, do as to avail the Organization of any support, financial or otherwise, that may be granted by the Board of Commissioners pursuant to I.C. 36-10-2. If such is not practicable, the Advisory Board shall determine location of such displays and expositions.