

Brister Family Reunion Bylaws

BRISTER FAMILY REUNION

ARTICLE I – NAME

The name of this organization shall be the Brister Family Reunion (hereinafter referred to as “the Family Reunion”).

ARTICLE II – PURPOSE

To promote family unity and continuing fellowship of all Bristers and extended family through family reunions and related activities. To create a supportive atmosphere for members who strive for excellence through education, achievement, and economic advancements. To publish and distribute periodic newsletters or other material of interest to Brister family. To foster continuing research and publish articles documenting the history of the Brister families, from early origins, through migrations to the New World, Slavery and to present generations.

ARTICLE III – MEMBERSHIP

Membership in the Family Reunion shall be open to all persons interested in or related to the Brister family.

ARTICLE IV – OFFICERS

The officers of the Family Reunion shall be President, a Vice-President, a Secretary, and a Treasurer, all elected by the general membership. Terms of Office – a term of office is four (4) years for all Family Reunion officers and subject to re-election for subsequent terms.

ARTICLE V – ELECTION OF OFFICERS

Election of Officers – shall be held Quadrennial (every four years) during the month of June. Any vacancies during the interim between business meetings shall be filled by appointment of the Executive Committee.

- 1) Candidates for any of the above stated offices shall be members of the Family Reunion, and must have attained an age of twenty-one (21) years old.
- 2) Candidates for the Offices of President and Vice-President must prove a direct lineage to the Brister family.
- 3) Services provided as officers of the Family Reunion or as members of committees of the Family Reunion shall be on a voluntary basis and shall carry out all of the duties and responsibilities of their offices.

Interim Officers – are those officers elected, appointed, or otherwise assumed office during the business meetings. These officers shall serve and administer the affairs of the Family Reunion

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until their terms expire and installation of newly elected officers occurs at the reunion planned for the 2026 Brister Family Reunion, then each subsequent four years.

ARTICLE VI – DUTIES OF OFFICERS

SECTION 1: THE PRESIDENT shall preside at all meetings of the Brister Family Reunion, give a full annual report of the Executive Committee at the reunion meetings, appoint chairperson and members of all committee's, and shall be the ex-officio member of all committees. He/She shall keep close contact with all of the Brister Family Reunion local/regional chapter representatives. He/She shall be the only member with the power to call a meeting of the Executive Committee.

SECTION 2: THE VICE-PRESIDENT shall serve in the absence of the President, and shall preside over the Executive Committee. The Vice-President will also serve as Chair of the Event Planning Committee for the pending Family Reunion activities.

SECTION 3: THE SECRETARY shall keep accurate records of all meetings, conduct all correspondences at the request of the PRESIDENT, and shall perform all other duties common to that office. In addition, the SECRETARY shall make available to each local/regional chapter copies of the minutes from the Brister Family Reunion Meetings and maintain an up-to-date family contact roster.

SECTION 4: THE TREASURER shall keep all financial records, including dues, and expenditures and submit detailed written reports at each meeting. The Treasurer shall open a bank account for the Brister Family Reunion and all receipts shall be therein deposited. The TREASURER shall make those detailed reports quarterly to be uploaded on the Brister Family Reunion website. The TREASURER shall also make deposits, satisfy reimbursements, and sign checks. Upon orders from the PRESIDENT, the TREASURER shall write, sign, and mail all checks which must be counter-signed by the VICE-PRESIDENT.

Additional Appointed Duties – The PRESIDENT may appoint members to fulfill the following Additional Duty positions

- 1) WEBMASTER shall develop, operate and maintain the Brister Family Reunion website. He/She will assemble and post the Family Reunion's Newsletter and any other material requested on the website. He/She shall work with the EDITOR on the aesthetics of the website.
- 2) EDITOR shall compile and publish a quarterly newsletter, manage family FaceBook Page and assist the WEBMASTER to collect, receive, and assemble reports, articles, and information to deliver to the WEBMASTER for posting on the Family Reunion's Website as specified in Article XI. He/She shall be responsible, in conjunction with the WEBMASTER with the aesthetics of the Brister Family Reunion website.
- 3) THE CHAPLAIN – shall serve the Brister Family whenever called upon by providing appropriate DEVOTIONAL SERVICES. The PRESIDENT will appoint a family member to assist the CHAPLAIN in fulfilling his/her services to the Family Reunion. CHAPLAIN will participate in all Family Reunion Meetings
- 4) FAMILY HISTORIAN – shall take on the role of keeper of the family history and family tree as specified in Article X. He/She shall focus on cataloging family heirlooms and artifacts, preserving

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memories and stories and making them more accessible to future generations in the family by leveraging the website and social media platforms.

ARTICLE VII – STANDING COMMITTEES

EXECUTIVE COMMITTEE – shall consist of Family Reunion officers and shall administer the business affairs of the Family Reunion. It shall have power in the interval between general meetings of the Family Reunion to act on all administrative matters on behalf of the Family Reunion. The EXECUTIVE COMMITTEE – shall have the power to appoint all Committee Chairs (excluding the TREASURER) and other committee members as needed.

MEMBERSHIP COMMITTEE – shall be responsible for developing, implementing and administering a membership plan with the SECRETARY as Chairman. The plan shall address membership requirements and benefits in detail and will be implemented with the advice and consent of the Executive Committee in addition to maintaining an accounting of active membership in the Family Reunion.

FINANCE COMMITTEE – Shall consist of at least 4 (four) family members with the TREASURER as Chairman and shall evaluate and establish the financial needs of the Brister Family Reunion and report the findings to the Executive Committee.

EVENT PLANNER COMMITTEE – shall be a least four (4) family members living in the Host City of the pending Brister Family Reunion and will work closely with the EXECUTIVE COMMITTEE. The event planning committee will plan, execute and oversee Family Events outside the Family Reunion. (ie. F Social Gatherings and potential Family Reunion Activities)

YOUTH COMMITTEE – shall be at least three (3) members under 21 years old to organize and develop youth focused activities to help ensure the Brister Family bond and legacy is shared with new generations with the VICE PRESIDENT as Chairman. The committee will host at least one (1) youth activity or game during each iteration of the family reunion.

FAMILY CHAPTERS COMMITTEE – will consist of one (1) primary and one (1) alternate family member appointed by each local/regional group of the family to be the point-of-contact for all information regarding the Brister Family Reunion for their local/regional area with the PRESIDENT as Chairman.

The REUNION COMMITTEE – shall be responsible for planning, coordinating and administering the Family Reunion working in support of the EVENT PLANNER COMMITTEE and EXECUTIVE COMMITTEE.

FUNDRAISER COMMITTEE – Shall consist of at least 4 (four) family members with the TREASURER as Chairman to plan, coordinate, and conduct at least two fundraiser activities to help offset the cost of the Brister Family Reunion. Operational expenses will be reimbursed out of proceeds (receipts required). All other proceeds from fundraiser activities will be recorded and reported as an additional line item on all Family Reunion Financial Reports.

ARTICLE VIII – AD HOC COMMITTEES

Ad hoc committees will be formed as needed to support the over-all implementation of a family reunion in any given year. The activities of this committee will be addressed in documents prepared under the

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supervision and approval of the Executive Committee. Ad hoc committees will be dissolved once their duties are completed. All financial affairs shall be managed by the Treasurer as a member of the Reunion Committee.

1) Election Committee – shall be responsible for collecting a panel of candidates and conducting the election of new officers; dismissal of incumbent officers; and installation of newly elected officers. The committee shall consist of a Chairperson and such other members as may be determined by the Executive Committee from time to time.

2) Audit Committee – will be selected by a general consensus of the Executive Committee and will conduct an audit at the end of each reunion.

ARTICLE IX – BOOKS AND RECORDS

Any and all records belonging to the Family Reunion held by an Officer or Committee Member shall be turned over to the successor in office or to such other person as may be authorized by the Executive Committee.

ARTICLE X – HISTORIAN

The Family Historian shall research and maintain family history and provided updates periodically and recommend long-term ways to preserve the Family records. He/She shall maintain genealogical records, keep records of births, deaths, marriages, divorces, and adoptions and be custodian of the Family Reunion records of the Brister Family. The Historian shall serve as part of the Executive Committee but not as an elected position and may be replaced by another person to carry on the Brister Family Reunion. He/She shall administer continuing research and publish research documenting the history of the Brister and extended family, from early origins in Africa, through migrations to the United States from slavery to present generations.

ARTICLE XI – QUARTERLY NEWSLETTER

The Family Reunion Quarterly Newsletter (hereinafter referred to as the Quarterly) shall be the official publication of the Family Reunion, will be used to disseminate information to Family Reunion members, and serve as a medium for publication of research on the Brister and extended family. The staff of the Quarterly shall consist of an Editor, and such other Contributing Editors as necessary from time to time. The Editor shall be appointed by the PRESIDENT of the Family Reunion on a quadrennial or as required basis.

ARTICLE XII – FAMILY REUNION DUES

Family Reunion dues are paid by each family to fund and support Family Reunion financial needs/requirements. Dues for the 2023 Family Reunion shall be as follows:

- Family of 1 → \$45.00
- Family of 2 → \$80.00
- Family of 3-4 → \$120.00
- Family of 5+ → \$160.00

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- Family Guest → \$40.00 each
Family Members age 80 or older are Free

Payment of dues are required annually for membership in the Family Reunion and shall be submitted no later the March 31st of each year. All family members who reside at one address will be covered under the Household Membership.

1) Future dues for Household Membership in the Family Reunion shall be set by the Finance Committee for each Family Reunion and shall be subject to at least a 3% cost of living increase. These funds will be used to prepare and publish the Quarterly Newsletter and other expenses related to the administration of the Family Reunion.

2) Members who are resident in a covered household who wish to attain Individual Membership may do so by paying their annual dues. Individual members are entitled to all publications and distributions received by Household Membership.

3) Funding for family reunions shall be addressed in detail by a separate document prepared and administered by the Finance Committee, under the general direction of the Executive Committee.

4) Failure to maintain current dues will result in the loss of membership in the Family Reunion.

Family Sponsorship – Members may sponsor a family directly or contribute to the sponsorship fund to assist hardshipped families with Family Reunion Dues. Families experiencing hardship must submit an application for sponsorship for Executive Committee Approval. Upon approval families who receive any type of sponsorship will incur a volunteer requirement of two hours per family member. This obligation can be satisfied by volunteering at fundraiser activities or facilitating meals, activities, or games during the Family Reunion.

ARTICLE XIII – FINANCE

The finances of the Family Reunion shall be accounted for under a budget system.

1) No officer, committee, committee member or member of the Family Reunion shall receive any funds or incur any expense for the Family Reunion not provided for in these By-Laws unless authorized in writing by the President; nor shall the Treasurer or other authorized person make any payment except for expenditures which have been so approved. Funds for incidental expenses associated with meetings (i.e., mailings, phone calls) shall be provided by the Family Reunion, or as determined by the Executive Committee.

2) There will be an audit of all accounts of the Finance Committee. The audit committee will be selected by a general consensus of the Executive Committee and an audit will occur at the close of each Family Reunion.

3) At the conclusion of each Family Reunion audit, the family will vote to invest or carry over any remaining funds. If any remaining funds are invested, the finance committee will determine the

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investment opportunity and the TREASURER will monitor and report updated investment statuses as an additional line item on all Family Reunion Financial Reports.

ARTICLE XIV – FAMILY REUNION

A reunion of the Brister families will be held during the third weekend of June on an annual basis as prescribed by pre-COVID traditions and processes. The first post-COVID family reunion shall be hosted in Orange Park, Florida in 2023. At the conclusion of the 2023 Family Reunion the family will entertain a vote to shift to biennial iterations of the Brister Family Reunion.

Although the Family Reunion Format may vary slightly each iteration, the general Family Reunion guidelines for format are as follows:

- Day 1: Friday (Arrival)
6PM Meet-N-Greet Family Fish Fry
- Day 2: Saturday (Family Reunion)
12PM Family Cook-out (Lunch - burger/hot dogs)
1PM Family Activities/Games/Tour
6PM Family Dinner (Catered Sit-down Dinner)
7PM Family Entertainment
- Day 3: Sunday (Church/Farewell)
11AM Family Church Service (Partner with local host city Church)
1PM Family Business Meeting (Acknowledgements/Finance Review/Family Votes)
2PM Family Farewell Lunch (Potluck- support by local church and family)

ARTICLE XV – BUSINESS MEETINGS

The Executive Committee will establish when and frequency of business meetings during the pending iteration of the family reunion. These family business meetings are open to all members of the Family Reunion in good standing. All other meetings (committee meetings, social events, etc.) do not constitute business meetings. Final decisions on issues brought to the business meeting shall be passed by at least 3 to five members present at the business meeting.

ARTICLE XVI – RATIFICATION

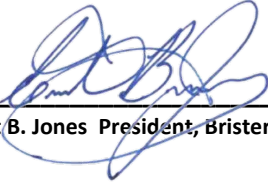
Ratification and adoption of these bylaws shall be by a majority vote of the Family Chapters Committee. Upon ratification and effectuation of these By-Laws, the Brister Family Reunion will nullify and/or replace any previous written or unwritten bylaws of the Bristo Family Reunion.

The prior to 2022 the Executive Committee of the Brister Family Reunion Committee are David Brister (President), Tana Robinson (Secretary), Ernest Jones (Treasurer), Vickie Brister (Co-Treasurer), Willie Jones and Sam Jones (Reunion Committee Members).

ARTICLE XVII – AMENDMENTS

These by-laws shall be reviewed and amended every four (4) years or on an as required basis by the Executive Committee.

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Ernest B. Jones President, Brister Family Reunion

Felisha S. Wade Vice President Brister Family Reunion

Ratified on October 8, 2022 by a vote of 8 to 0 in favor of the above by laws.