

NORTHPORT HISTORICAL SOCIETY

BY-LAWS

ARTICLE I – GENERAL

Section I – NAME

This organization is incorporated under the law of the State of Washington as a non-profit corporation and shall be known as the NORTHPORT HISTORICAL SOCIETY.

Section II – PURPOSE

- A. This society is formed exclusively for charitable, educational, and literary purposes. These purposes include such things as to promote, discover, protect, procure, and preserve natural, civic, literary, educational, religious, and other related matters of a historical nature. Also included is the management of these items and their access by the public. These matters are to pertain in priority order to the Town of Northport, Stevens County, the State of Washington, and the United States of America.
- B. This society is entrusted by the Town of Northport, County of Stevens, State of Washington, as its official historical society to represent it for the purposes above stated and as a depository of historical materials.
- C. The society shall receive and manage such property, funds, trusts, and research materials as support its purpose.

Section III – OPERATION

- A. This society is a non-profit organization and as such operates within the regulations governing such organizations under Section 501 (c) (3) of the Internal Revenue Code.
- B. The society shall observe all local, state, and federal laws which apply to 501 (c) Corporations.
- C. The Board of Directors shall prepare an annual budget on or before January 1 for the year immediately following and have such budget adopted by majority vote of the members of the Board of Directors.

ARTICLE II – MEMBERSHIP

Section I – ELIGIBILITY

The membership of the society shall consist of all those persons ~~who have paid their annual, current dues and~~ who remain in good standing in the society. Upon recommendation of the Board of Directors, individuals providing exceptional service to the society may be awarded life memberships by majority vote at any general meeting of the society membership.

Section II – TERMINATION OF MEMBERSHIP

- A Any member may resign his/her membership in the society at any time by notifying the society in writing.
- B Any member of the society may be removed by a majority vote of the Board of Directors for conduct which threatens the welfare, interest, or character of the society.

Section III – VOTING

In any proceedings in which voting by members is called for, each member in good standing shall be entitled to cast one vote. Members must be present to vote.

Section IV – MEETINGS

The annual meeting of the membership of the society shall be held in October. General meetings of the membership may be held from time to time, as the Board of Directors shall deem desirable.

Section V – QUORUM

At any general membership meeting, a quorum shall consist of members present, all members having been given 48 hours notice.

ARTICLE III – BOARD OF DIRECTORS

Section I – DEFINITIONS

All references herein to “Director” or “Directors” or “Board of Directors” shall be taken as referring to “Trustee” or “Trustees” or “Board of Trustees” as referred to in the Articles of Incorporation.

Section II – DIRECTORS

A Board of Directors shall manage the business of this organization.

Section III – NUMBER

The number of Directors shall be four who shall be the three elected officers plus one elected Director-at-Large, who shall act for the president in his/her absence, elected at the annual October meeting.

Section IV – ELIGIBILITY

Any member of the society shall be eligible to serve as a Director.

Section V – REMOVAL

Any Director may be removed from office for cause by a majority vote of the Directors at a board meeting, provided that the Director in question is advised in writing of the reason for the intended removal a reasonable time prior to the meeting at which the vote of removal will be taken.

Section VI – VACANCIES

Vacancies on the Board of Directors shall be covered by the remaining Directors until the next general membership meeting, at which time a new Director shall be elected.

Section VII – MEETINGS

The Board of Directors shall hold meetings at their discretion. A quorum shall consist of those Directors present at any meeting, provided that under no circumstances shall a quorum consist of less than three Directors. Each Director present shall be entitled to one vote.

ARTICLE IV – OFFICERS

Section I – OFFICERS

The officers of this organization shall be the President, Secretary and Treasurer.

Section II – ELECTION

The President, Secretary, and Treasurer shall be elected by the general membership at the annual October meeting. Officers shall serve a term of two years.

Section III – ELIGIBILITY

Any member of the society shall be eligible to hold any office provided he or she has been a member in good standing for no less than one year. Only bondable members shall be eligible for the office of treasurer.

Section IV – DUTIES

The officers of the society shall have the following duties:

A. President:

Shall supervise all activities of the society, execute all instruments on its behalf, preside as Chairman at all meetings of the Board of Directors, preside at all meetings of the society membership, and perform other duties inherent to the office.

Shall annually appoint a special committee of no less than three members to perform an in-house audit of the society's financial records and to report their findings to the Board.

B. Secretary:

Shall keep all records of the Board of Directors, minutes of the annual October meeting, records of the Corporation (Society), and records of membership; and perform other duties inherent to the office, including correspondence.

C. Treasurer:

Shall receive and be accountable for all funds accruing to the society from any source and for the deposit of funds without undue delay in the bank account designated by the Board of Directors. Shall disburse society funds in accordance with the provisions of these by-laws.

Shall, at every meeting, present a statement of all funds received, disbursed, and to be disbursed since the last meeting, along with the current balance of funds. The majority of the Board of Directors shall approve all expenses in advance.

Shall be responsible to ensure that any checking account of society funds shall require the signatures of the Treasurer and the President.

ARTICLE V – PARLIAMENTARY PROCEDURES

Roberts Rules of Order shall govern the parliamentary procedures of this organization.

ARTICLE VI – AMENDMENT OF BY-LAWS

These by-laws may be altered, amended, or repealed. New by-laws must be approved by a majority of the Board of Directors at any meeting. Written notice must be given of the intention to alter, amend, repeal or adopt by-laws at such meeting.

These by-laws of the Northport Historical Society are hereby adopted by a majority vote of the Board of Directors on this 2nd day of October, 2004.

Ollie Mae Wilson
President

Joel Regier
Secretary

Adopted by a majority vote of the members of the society at the annual meeting of the membership on this 2nd day of October 2004.

Ollie Mae Wilson
President

Joel Regier
Secretary