

CONSTITUTION OF  
MUSCOGEE GENEALOGICAL SOCIETY

(Formerly, The Genealogical Society of Original Muscogee County)

ARTICLE I -- NAME

The name of this organization shall be MUSCOGEE GENEALOGICAL SOCIETY.

ARTICLE II -- PURPOSE

The principal purposes of this Society are to raise the standards of genealogical research through educational programs, workshops and publication of genealogical data, and to promote the collecting and the preserving of records.

ARTICLE III – MEMBERSHIP

Section 1.

Membership in this Society shall be open to anyone interested in genealogy and local history.

Section 2.

Membership in this Society shall consist of four classes:

- a. Active: Individual and families, with the right to vote and hold office.
- b. Honorary: Any person who has done outstanding genealogical work, or who has conferred outstanding benefit to the Society, upon recommendation by the Executive Board and by unanimous vote of those present and voting at a regular meeting, may be named an Honorary Member. Honorary Membership shall not exceed two percent of the total membership.
- c. Institution: Any library or other institution desiring to support the Society may join as an Institutional Member.
- d. Lifetime: Full membership privileges.

Section 3.

Cessation of membership in the Society will be accepted under any one of the following conditions:

- a. A written resignation to the Secretary of the Society
- b. On being expelled
- c. Delinquency in the payment of annual dues
- d. On death of the member

Section 4.

Expulsion from the Society will be by special resolution of the members passed at a regular meeting. The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion. The person who is the subject of the proposed expulsion shall be given an opportunity to be heard at the regular meeting before the special resolution is put to a vote.

ARTICLE IV – OFFICERS

Section 1.

The Officers of the Society shall be:

- a. The President
- b. The Vice President
- c. The Secretary
- c. The Treasurer.

Section 2.

Officers shall be elected biennially. A Nominating Committee of five members shall be elected from the floor at the regular meeting preceding the Annual Meeting. At the Annual Meeting this committee shall present the name of a candidate for each office, first having secured the consent of the person being nominated. Nominations may be made from the floor, provided the person nominated has given consent. When there is more than one candidate for any office, the election shall be by written ballot. The person receiving a majority of the votes of those present and voting shall be declared elected.

Section 3.

Term of office shall be two years and no officer may serve more than two consecutive terms in the same office.

Section 4.

Any vacancy occurring in the office shall cause the President to nominate a successor who shall be confirmed at the next Board Meeting. If the candidate selected does not meet with the approval of a majority of the Board, the President shall nominate other candidates until one is approved.

Section 5.

An Officer may be removed from that office by a special resolution of the members passed at a regular meeting. The notice of special resolution for removal shall be accompanied by a brief statement of the reason or reasons for the proposed removal. The person who is the subject of the proposed removal shall be given an opportunity to be heard at the regular meeting before the special resolution is put to a vote.

## ARTICLE V – THE BOARD OF DIRECTORS

### Section 1.

There shall be a Board of Directors of the Society, hereinafter referred to as the Board, comprised of the following members:

- a. The four Officers of the Society
- b. The immediate past President of the Society
- b. The following three ex-officio appointees:
  1. Journal Liaison (editor of journal)
  2. Public Library Liaison (member of Genealogy Room staff)
  3. Webmaster
- c. Between 2 and 4 Society members-at-large appointed by the President.

### Section 2.

The Board will be the governing body of the Society. It will have the responsibility for the supervision, control and direction of the management, affairs and property of the Society.

### Section 3.

The Board will meet in the two-week period preceding each regular meeting of the Society.

### Section 4.

The Board is authorized to employ an executive director for the administration and management of the Society, and to pay reasonable compensation for the services performed and expenses incurred by any such person or persons.

## ARTICLE VI – DUTIES OF THE OFFICERS

### Section 1.

The President shall preside at all meetings of the Society and of the Board.

### Section 2.

The Vice President shall preside at all meetings of the Society and of the Board in the absence of the President.

### Section 3.

The Secretary shall work with the Executive Director in recording minutes of meetings and handling the correspondence of the Society.

Section 4.

The Treasurer shall work with the Executive Director in collecting and managing the monies of the Society.

ARTICLE VII – EXECUTIVE DIRECTOR

Section 1.

The Executive Director will be hired to manage the administrative affairs of the Society. Duties include, but are not limited to:

- Billing for dues
- Maintenance of membership rosters
- Mailing of dues notices and other Society communications
- Arrangement of programs
- Arrangement of fieldtrips

Section 2.

The Executive Director will receive a monthly stipend for services rendered, the amount to be determined each January by the Board.

Section 3.

The Executive Director serves at the pleasure of the Board. The Director may be fired for poor performance of duties.

ARTICLE VIII – Meetings

Section 1.

The Society shall hold four regular meetings a year. The first meeting of the calendar year shall be designated as the Annual Meeting. Place, date and time of meetings shall be determined by the Board.

Section 2.

The Board shall have the power to call an Extraordinary General Meeting by its own accord or at the written request signed by least 10% of the Active Membership of the Society. The written request must specify the business to be addressed at the Extraordinary General Meeting. A valid group request for an Extraordinary General Meeting shall require the Board to call such a meeting within 6 weeks of receiving the request. At the Extraordinary General Meeting, the business to be addressed must appear on the agenda and no other business may be discussed.

ARTICLE IX – ACTIVITIES OF THE SOCIETY

Section 1.

The Society will collaborate with the Columbus State University Archives on the publication of a journal that treats the history and genealogy of original Muscogee County. The CSU Archives will handle the editing, publication and mailing of the journals; the Society will provide financial and editorial support for the journal. The amount of financial support will be determined by the Board. The editor of the journal shall be an ex-officio member of the Board.

Section 2.

The Society will support the development of the Columbus Public Library's Genealogy Room collection. Monies previously received by the Society from an outside endowment for the purchase of library materials will be rerouted directly the head of the Genealogy Room for use in developing the collection. Members of the Society will continue to make recommendations regarding possible purchases. A member of the Genealogy Room staff will be an ex-officio member of the Board.

Section 3.

The Society will maintain a web site. An appointed webmaster will be an ex-officio member of the Board.

Section 4.

There may be various committees assigned by the Board from time-to-time in order to meet the aims of the Society.

Section 5.

The Society will collaborate with the Columbus Public Library's Genealogy Room in promoting genealogical programs and educational opportunities.

## ARTICLE X – QUORUM

Section 1.

Ten percent (10%) of the Active Membership shall constitute a quorum at any regular meeting of the Society.

Section 2.

Twenty-five percent (25%) of the Executive Board membership shall constitute a quorum at any Board meeting.

## ARTICLE XI – DUES

Section 1.

The annual dues for the various memberships of the Society shall be determined for the ensuing year by the Board at its fall meeting, and this information will be given to the membership at the next regular meeting of the Society.

Section 2.

Dues will be for the calendar year (January – December) and should be paid by members by the end of February.

Section 3.

Family membership shall entitle holders to two votes in the Society proceedings, full membership privileges for both persons, and one subscription to all Society publications.

## ARTICLE XII – AMENDMENTS

This Constitution may be amended at any regular meeting of the Society by a two-thirds vote of those present and voting, provided that the proposed amendment shall have been sent to the President of the Society at least one week before the Board meeting, and read in detail at the next regular meeting, then having been voted on at the second regular meeting.

## ARTICLE XIII – DISSOLUTION

Section 1.

A motion for the dissolution of the Society may be submitted to the Board three months before the Annual Business Meeting or in accordance with the rules governing an Extraordinary General Meeting.

Section 2.

In the event of termination or dissolution of the Society, any funds and/or holdings of the Society remaining after the satisfying of outstanding debts and liabilities shall be given or transferred in equal portions to the Columbus Public Library and the Columbus State University Archives.

## ARTICLE XIV – PARLIAMENTARY AUTHORITY

ROBERT’S RULES OF ORDER (Revised) shall be the Parliamentary authority of the Society.

Approved February 25, 2006 at a meeting of the Society.