

TRUMBULL HISTORICAL SOCIETY, Inc.
Constitution and By-Laws

ARTICLE I - Name:

The name of this Society shall be the Trumbull Historical Society, Inc.

ARTICLE 11 - Purpose:

The purpose of this Society shall be to Preserve, Document, and Interpret the Educational and Historical Heritage of the Town of Trumbull and Environs.

ARTICLE III - Membership:

1. Membership shall be open to any person sixteen years or older with an avowed interest in the history of Trumbull, and upon payment of dues.

2. Types of membership shall be as follows, with all classes having the same rights, privileges, and voting power. Dues shall be determined by the Board of Directors, as needed, and voted on by the Membership.

Individual	Life
Family	Senior (age 62 years and older)
Sustaining	Junior (non voting through high school)
Corporate	

3. Annual dues shall be payable on or before October 1st. Members in arrears after December 1st of that year shall be dropped from Membership for the ensuing year.

4. A membership in the Society may be suspended or revoked at any time, following a hearing before the Board of Directors of the Society, for any disfavorable act which would tend to malign the aims of said Society.

ARTICLE IV - Meetings:

1. The normal period of Society meeting shall be from September through May. Society meetings shall be held on alternating months.

2. Special meetings of the membership, for any purposes or purpose, may be called by the President and notice given pursuant to Article IV, Section 7 of these By-laws. Such request shall state the purpose or purposes of the proposed meeting.

3. Items of business may be introduced either from the floor during a meeting or placed on the agenda of a meeting upon presentation to the Secretary, in writing, at least two days in advance of a meeting.

4. A quorum shall consist of not less than 35 Society voting members present at a Society meeting.

5. Society meetings shall consist of business, program and social portions.

6. The Annual Meeting of the Society shall be held during the Month of May. The business of the meeting shall consist of the election of Directors and Officers and the presentation of reports from the Secretary, Treasurer and Chairmen of all Standing Committees. Candidates for election shall be recommended by the Nominating Committee, and may also be presented from the floor.

7. A legal meeting is any meeting of the Society called in accordance with these By-laws and for which written notice has been given at least three days prior to a given meeting, and is attended by a quorum as defined in Article IV, Section 4.

8. The fiscal year of the Society shall commence the first day of May in each year, and shall end on the 30th day of April next ensuing.

ARTICLE V - Officers:

1. The Executive Officers of the Society shall be a President, Vice-President, a Secretary and a Treasurer. The Board of Directors may also appoint such officers as they shall deem necessary, including additional Vice-Presidents and one or more Assistant Treasurers and Assistant Secretaries. These officers shall not have the right to vote at Board Meetings. More than one office may be held by the same person, except that the same person shall not be President and Secretary.

1A. There may be a 2nd Vice-President that shall be elected by the normal procedure. An elected 2nd Vice-President shall serve on the Board of Directors with all voting powers granted to elected officers.

2. The Executive Officers and any and all elected officers shall also serve on the Board of Directors.

3. All Executive Officers shall be elected by a majority vote at the Annual Meeting.

4. In addition to the Executive Officers, there may be a President Emeritus who shall be elected by the members at the next Annual Meeting after the adoption of these By-Laws, and who shall serve for life or until his resignation. The President Emeritus shall have voting powers at the Board of Director Meetings. The President Emeritus shall not be a required count for a quorum at the Board of Directors meetings.

5. The President shall have executive supervision over the activities of the Society within the scope of these By-laws. He shall preside at all meetings. He shall report annually on the activities of the Society. He shall appoint the Chairmen of Committees and Delegates. He shall be an ex-officio member of all committees and shall have the general powers and duties of supervision usually vested in the office of President. He shall be Chairman of the Board of Directors.

The elected Vice-President shall serve as President in case of absence, inability to serve or resignation of the President, and in such cases he shall perform the duties and powers of the President. Each Vice-President, if there be more than one, shall have such powers and duties as shall from time to time be prescribed by the Board of Directors.

The Secretary shall attend all meetings of the Board of Directors and Society meetings. The Secretary shall keep the minutes of the Society, maintain a list of members as certified by the Membership Chairman, to be filed with minutes, of the November meeting and updated as necessary. The Assistant Secretary, if there be one, shall serve as Secretary in case of disability or absence of the Secretary, and in such cases shall perform the duties of and be vested with all the duties and powers of the Secretary.

The Treasurer shall have custody of all funds, securities, evidences of indebtedness, contracts and other personal property of the Society, and shall deposit and disperse all funds of the corporation in such manner as shall be designated by the Board of Directors from time to time. He shall enter regularly in books of the corporation to be kept by him for that purpose, full and accurate accounts of all monies received and paid out by the Society and whenever required by the Board of Directors or the President, he shall render a full and detailed account of all of his transactions as Treasurer, and of the financial condition of the Society. All checks, drafts, notes or orders for the payment of money shall be signed by the Treasurer and/or such other officer or officers as the Board of Directors may from time to time determine. He shall render an Annual Report based on the fiscal year. The records and accounts of the office shall be audited annually, immediately following the close of the fiscal year.

The Assistant Treasurer, if there be one, shall serve as Treasurer in the case of disability or absence of the Treasurer, and in such cases he shall perform and be vested with all duties and powers of the Treasurer.

6. The Board of Directors may fill vacancies in any office for the unexpired term, or may leave unfilled for such period as it may determine, any office except those of President, Secretary and Treasurer.

7. Any officer may resign and such resignation shall be effective upon delivery to the President or Secretary.

ARTICLE VI - Directors:

1. The Board of Directors shall consist of the elected officers, nine Directors who shall be elected from the membership, the President Emeritus and Immediate Past President. The term of office for the Directors shall be for three years with the term of three expiring each year. The Directors in office at the time of adoption of these By-Laws shall serve to the expiration of the terms for which they were elected. No elected Director shall succeed himself more than once.

2. The Board of Directors shall meet alternating months from August to June.

2A. Each Director and Officer is expected to attend every Board Meeting during his term of office. Absence by any Director or Officer from two consecutive regular Board Meetings without reasonable excuse given to the President or Secretary prior to the next following regular Board Meeting shall constitute an automatic resignation of such Director or Officer. The responsibility of any excuse offered for any such absence shall be determined by the Board as the first order of business at such next following regular Board Meeting. Any such automatic resignation shall be deemed effective at the commencement of such next following regular Board Meeting or if any excuse for absence is offered upon the determination by the Board that such excuse is not reasonable grounds for absence.

3. Directors shall be elected by a majority vote at the Annual Meeting of the Society held during the month of May.

4. The Board of Directors shall decide questions of policy that for any reason cannot be acted upon at a meeting of the Society and perform such other functions as designated in the By-Laws or otherwise assigned to it. The Board shall perform the administrative functions of the Society. The Board shall set the amount of bond for the Treasurer and choose an Auditor annually. The Board shall create such committees as they deem necessary.

5. A majority of the Directors shall constitute a quorum for a meeting of the Directors, and the vote of a majority of the Directors present at any meeting at which a quorum is present at the time of such vote shall be the act of the Board for the transaction of business.

6. The Board of Directors, through its Chairman, shall submit an Annual Report at each Annual Meeting.

7. Special meetings of the Board of Directors may be held at any time upon the call of the Chairman of the Board upon written or verbal notice given to each Director and Officer at least two days prior to said meeting, stating the time and place thereof. Special meetings shall be called by the Chairman of the Board upon the written request of five or more Directors.

8. Any Director may resign, and such resignation shall be effective upon delivery to the Chairman of the Board or to the Secretary.

ARTICLE VII - Parliamentary Authority:

1. The rules contained in Roberts Rules of Order shall govern the proceedings of the Society, except in such cases as are governed by the Constitution or the By-Laws.

ARTICLE VIII - Amendments to the By-Laws:

1. These By-Laws may be amended at any regular or adjourned meeting of the Society by a two-thirds vote of those voting or they may be amended at a Special Meeting, called for that purpose, with previous notice and a two-thirds vote of those voting. All amendments shall be submitted in writing.

These By-Laws, with Amendments, were adopted November 16, 1971. By-Law Revisions:

March, 1977 - ARTICLE VI - Directors add paragraph 2A.

March, 1988 - ARTICLE III - Membership dues structure

September, 1995 - Title Page

ARTICLE III - Membership Paragraph 2

ARTICLE IV - Meetings paragraph 8

ARTICLE V - Officers add 1A

paragraph 4

paragraph 5

September, 1997 - ARTICLE V - sentence from paragraph 5 (1yr. Service requirement for president position) removed.