

# **MONTANA STATE GENEALOGICAL SOCIETY BYLAWS**

(MSGs Bylaws Revised September 2018)

## **ARTICLE I: NAME**

The name of this organization shall be the Montana State Genealogical Society, also known as MSGS, and herein referred to as the Society. The Society was established in 1989, the Centennial of Montana's Statehood.

## **ARTICLE II: PURPOSE**

The purpose of the Society is to encourage genealogical and historical research and to meet the educational needs of members and the general public through the acquisition, preservation and dissemination of genealogical and historical information.

## **ARTICLE III: GOVERNANCE**

Section 1: The Society shall be operated as a nonprofit corporation under the laws of the State of Montana. No part of the assets of the Society shall inure to the benefit of any private individual.

Section 2: The Society shall be governed by the Executive Board, herein referred to as the Board. The Board shall control and transact the business of the Society between Annual Meetings subject to these Bylaws and the authority of the Society.

Section 3: The fiscal year of the Society shall be November 1 through October 31.

## **ARTICLE IV: MEMBERSHIP**

Section 1: There are four classes of membership.

a. Member Society Membership: A local genealogical society in Montana may join MSGS with payment of annual member society dues. Dues are based on the number of members in the local society. All paid members of a member society shall be qualified members of MSGS, receive Society publications, and have voting privileges.

b. Individual Membership: Individuals who do not belong to a member society may join MSGS with payment of annual individual membership dues, will receive Society publications and shall have voting privileges.

c. Family Membership: People who do not belong to a member society and have the same residence may join MSGS with payment of annual family membership dues, will receive Society publications and shall have one vote.

d. Subscription Membership: Libraries and other organizations interested in genealogy and family history may join MSGS with payment of annual subscription membership dues and will receive Society publications. Subscription members shall be non-voting members.

## Section 2: Dues and Fees

a. Dues and fees shall be established by the Board.

b. Annual membership dues paid directly to MSGS are payable before January 31 of each year. Paid memberships are valid for a calendar year, January 1 through December 31.

c. Member societies establish their own local dues and membership periods for their members. Individuals who pay dues to a member society do not pay separate dues to MSGS.

## **ARTICLE V: OFFICERS**

Section 1: The elected officers shall consist of the President, the First Vice President, the Second Vice President, the Secretary, the Treasurer and the Registrar. The duties of these officers shall be those usually associated with such positions in addition to those specifically assigned by these Bylaws.

Section 2: A vacancy in any elective office other than President shall be filled by the Board until the next election.

Section 3: All elected officers shall be residents of the State of Montana and qualified members of the Society during the term of office.

## **ARTICLE VI: DUTIES OF OFFICERS**

Section 1: The President shall be the principal executive officer with responsibility for the general supervision of the affairs of the Society. The President shall preside at all meetings of the Society and the Board. The President shall sign contracts approved by the Board. The President shall appoint committees as needed with the approval of the Board.

Section 2: The First Vice President assumes the office of President if that office becomes vacant. The First Vice President assumes the duties of the President in the absence of the President or as provided in these Bylaws or the Parliamentary Authority. The First Vice President oversees the planning and contracting for conferences. The First Vice President is authorized to sign conference contracts for the Society with approval of the Board.

Section 3: The Second Vice President shall assist the First Vice President with conference planning and enlist the help needed from members to conduct conference activities. The Second Vice President shall also be in charge of fund raising.

Section 4: The Secretary shall keep accurate records of the proceedings of all Board and Annual Meetings.

Section 5: The Treasurer shall have custody of the funds of the Society; shall deposit them in insured institutions or invest them pursuant to Board policy.

Section 6: The Registrar shall be responsible for maintaining current records of the membership of the Society.

## **ARTICLE VII: EXECUTIVE BOARD**

Section 1: The Board shall consist of the Society's elected officers, appointed Board members and Immediate Past President.

Section 2: The President may appoint members to the Board who manage specific programs for the Society. The appointed Board members shall be qualified members of the Society. Appointments terminate at the end of the appointing President's term. Appointed members can be reappointed.

Section 3: The quorum for conducting business at Board meetings shall be the Board members in attendance.

## **ARTICLE VIII: Delete**

Note: If the Revised Bylaws are adopted, the existing Article VIII, Committees, will be deleted. Articles after Article VII will be renumbered.

## **ARTICLE IX: STATE LIAISONS**

Member societies shall name a state liaison from their membership who will serve to communicate activities and business concerns from MSGS to the local society and from the local society to MSGS. Attendance at Annual or Board meetings will not be required.

## **ARTICLE X: STANDING RULES**

Section 1: Standing Rules shall be established by the Board to further define administration of the Society. Changes may be proposed at any scheduled Board meeting. Approval shall require a majority of Board members present.

Section 2: No Standing Rules shall be in conflict with these Bylaws.

## **ARTICLE XI: MEETINGS**

Section 1: An Annual Meeting shall be held each year for the general membership and other interested persons. The date and location is to be set by the Board.

Section 2: A quorum for the transaction of business at the Annual Meeting shall be the Society members in attendance.

Section 3: Special meetings may be called at any time by the President or upon request of one-fourth of the Board. The purpose must be specified in the call for a meeting.

## **ARTICLE XII: NOMINATIONS AND ELECTIONS**

Section 1: The Nominating Committee shall present a list of at least one nominee for each office. Nominations may be made by the qualified membership from the floor at the Annual Meeting provided each nominee has agreed to serve if elected.

Section 2: All nominees for officers shall be residents of the State of Montana and qualified members of the Society.

Section 3: Elections of officers shall be held at the Annual Meeting. An officer shall be elected by a majority vote of members in attendance.

Section 4: Officers shall be initially elected for a two-year term and shall take office at the first Board meeting after election to the position. Officers may serve the Society for additional terms if reelected to that office.

## **ARTICLE XIII: NONDISCRIMINATION**

The Society shall not discriminate in any of its policies or practices on the basis of race, color, religious affiliation, sex, age, marital status, sexual orientation, national or ethnic origin or citizenship.

## **ARTICLE XIV: DISSOLUTION**

In the event of any dissolution of the Montana State Genealogical Society, its assets shall be transferred to a nonprofit, tax-exempt organization to be chosen by the Board.

**ARTICLE XV: AMENDMENTS**

Section 1: These Bylaws may be amended at the Annual Meeting by a two-thirds vote of qualified members who are present using the following procedures:

- a. Proposed amendments may be submitted by any member to the Board at least sixty days prior to the Annual Meeting.
- b. All such proposed amendments, together with the recommendations of the Executive Board, shall be submitted in writing to the membership at least one month prior to the Annual Meeting.
- c. Adopted amendments shall take effect at the close of the Annual Meeting in which they were adopted.

Section 2: The Board has the authority to correct Article and Section designations, punctuation and spelling and to make other technical and administrative changes to the Bylaws that may be necessary.

**ARTICLE XVI: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of *Robert’s Rules of Order, Newly Revised*, shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with the Bylaws of the Society.

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Adopted by MSGS Membership at Annual Meeting, \_\_\_\_\_

Supersedes Bylaws dated September 26, 2009

Signed:

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Shawna M. Valentine  
President

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Date