

By-Laws of the Harmony Township Historical Society

ARTICLE I – PREAMBLE

Section 1. The Harmony Township Historical Society (also known herein as the ‘Corporation’) will strive to preserve, promote, interpret, conserve and protect the history of Harmony Township, NJ.

Section 2. This Society has been formed to aid and support the Harmony Township Historic Preservation Commission.

ARTICLE II – OFFICES

Section 1. The registered office address of the Corporation in the State of New Jersey shall be P. O. Box 123, Belvidere, NJ 07823 and the registered agent therein and in charge thereof, upon whom process may be served, shall be William R. Edleston, Esq. 461 Corliss Ave., Phillipsburg, NJ 08865.

Section 2. The Corporation may also maintain such other offices within or without the State of New Jersey as the Board of Trustees may from time to time determine.

ARTICLE III – MEMBERSHIP

Section 1. Qualifications

- a. Anyone interested in striving to preserve, promote, interpret, conserve and protect the history of Harmony Township, NJ may become a member.
- b. A member in ‘good standing’ is anyone who is up to date in dues’ payment.

Section 2. Dues

- a. Dues are to be paid by the Annual Meeting in June each year.
- b. Dues Schedule: Patron - \$100.00; Family - \$25.00; Individual - \$15.00; Senior Citizen - \$10.00; and Student - \$5.00.

ARTICLE IV – MEETINGS

Section 1. Annual Meeting

- a. The Annual Meeting will be held in June each year. Officers & Trustees will be elected at this meeting. Nominations for these positions should occur in March and may be accepted at the June meeting also.
- b. Other meetings may occur as the Society sees the need.

Section 2. Calling a Meeting – A meeting of the Society may be called in any of the following manners: (i) the President may call a meeting; (ii) the Trustees, in a unanimous vote, may call a meeting; (iii) a written petition stating the reason for a meeting to be held, signed by at least twenty-five (25%) of the dues-paying members, and presented to the President, may call a meeting; and (iv) a motion at any Society meeting may call a meeting.

Section 3. Notification – All members will be notified at least one (1) week, but no more than ten (10) days, ahead of scheduled meetings. Notifications may be by electronic means (ex. phone, e-mail, etc.) or U. S. mail.

Section 4. Quorum – Business may be conducted at a meeting if at least ten (10) percent of all dues-paying members are present.

Section 5. Voting Privilege – Any dues-paying member in ‘good-standing’ may vote.

Section 6. Proxy Votes – No proxy votes are permitted.

Section 7. Governance Rules – All meetings will be conducted in accordance with the latest available edition of *Robert’s Rules of Order*.

ARTICLE V – OFFICERS

Section 1. President - The President shall be the Chief Executive Officer of the Corporation and shall preside at all meetings of the members. The President shall have all of the general powers and duties which are usually vested in the office of the President of a Corporation. Subject to the control of the Trustees, the President shall have general supervision, direction and control of the business of the Corporation and shall have such other powers and duties as may be prescribed by the Trustees or these By-Laws.

Section 2. Vice-President - The Vice President shall assume the duties of the President whenever the President shall be absent, disabled, refuses or is unable to act. If neither the President nor the Vice President is able to act, the chairperson of the Trustees shall do so on a temporary basis. The Vice President shall also perform such other duties as shall be placed upon the Vice President from time to time by the President or these By-Laws.

Section 3. Secretary - The Secretary shall keep the minutes of all meetings of the members. The Secretary shall keep the seal of the Corporation and shall have charge of such books and papers as the President may direct. The Secretary shall perform all of the duties incident to the office of Secretary, including, but not limited to, the giving of notices of meetings of the members as prescribed by law or these By-Laws.

Section 4. Treasurer - The Treasurer shall be chief financial officer of the Corporation. The Treasurer shall have charge of funds and securities and shall have responsibility for keeping, or causing to be kept, full and accurate accounts, tax records and business transactions of the Corporation. The Treasurer shall disburse the funds of the Corporation as may be ordered by the President and shall have such other powers and perform such other duties as may be prescribed by the President or these By-Laws. The Treasurer shall report all incomes & expenses at every membership meeting.

Section 5. Election – Officers will be the top vote-getters who receive a majority of the votes for each office at the Annual Meeting in June. No member may hold more than one (1) office at a time.

Section 6. Length of Term – Officers will serve for one (1) year. There is no limit on the number of terms an Officer may be elected.

Section 7. Qualifications – Any dues-paying member in ‘good-standing’ may be an Officer.

Section 8. Vacancy – The President may fill a vacant Officer position. An election for this position must be held at the next regularly-scheduled meeting for the unexpired term.

ARTICLE VI – TRUSTEES

Section 1. Purpose – Trustees will provide guidance on Society matters to the officers and members and perform those duties noted in these By-Laws.

Section 2. Number – A minimum of three (3) Trustees will be elected at the Annual Meeting in June. The Trustees will be the top vote-getters who receive a majority of the votes at the Annual Meeting in June. A Trustee may hold no other position/office in the Society.

Section 3. Length of Term – A Trustee will serve for one (1) year. There is no limit on the number of terms a Trustee may be elected.

Section 4. Qualifications – Any dues-paying member in ‘good-standing’ may be a Trustee.

Section 5. Officers – Trustees will elect a chairperson and secretary from amongst themselves.

Section 6. Meeting – The chairperson will call meetings of the Trustees as necessary.

Section 7. Vacancy – The President may fill a vacant Trustees position. An election for this position must be held at the next regularly-scheduled meeting for the unexpired term.

ARTICLE VII – AMENDMENTS TO THE ARTICLES OF INCORPORATION & BY-LAWS

Section 1. Amendment(s) to the Articles of Incorporation or these By-Laws must be presented to the membership in writing at a meeting. It (they) will be voted upon at the next meeting.

Section 2. Amendments must be approved by at least a two-thirds (2/3) majority vote at a meeting.

ARTICLE VIII – ADOPTION

Section 1. All provisions of these By-Laws shall become effective on June 9, 2014 when adopted by at least a two-thirds (2/3) majority vote at this meeting.

Section 2. These By-Laws replace and supersede any previously approved By-Laws.