

# SHARON HISTORICAL SOCIETY, INC. BY-LAWS

*(Original Articles of Organization Printed in 1981)*

Amended August 1982, June 4, 1987, June 27, 1994, June 7, 2001  
Changes to Article 5 of the By-Laws June 5, 2014; June 5, 2014, and again on June 9, 2016

1. The corporate name shall be the Sharon Historical Society, Incorporated.
2. The Society is a non-profit organization established for historical and antiquarian purposes, as stated in its Articles of Organization.
3. The Society shall be bound by the provisions of its Articles of Organization.
4. There shall be a board of no less than eleven (11) and no more than fifteen (15) Directors, which shall include the five (5) elected Officers and no less than six (6) and no more than ten (10) members of the Society elected by the members at its annual meeting.
5. The Officers shall be a President a Vice-President, a Secretary, a Treasurer, and a Chief Archivist. A Past President serves ex-officio. All officers shall perform their duties under the direction of the Board of Directors. The other elected Board members shall maintain responsibility for the following
  - 1) Ways & Means
  - 2) Education
  - 3) Newsletter
  - 4) Building and Grounds
  - 5) Membership
  - 6) Publicity and Social Networking
  - 7) Program arrangement for Quarterly and Annual membership meetings
  - 8) Technology
6. The Board of Directors elected at the annual meeting shall serve for a term of one (1) year. The Officers, with the exception of the Treasurer, Chief Archivist and Secretary may service no more than two terms. The annual meeting of the Society shall be the first Thursday in June of such other day as the Board of Directors shall determine.
7. The Board of Directors, except as otherwise provided in the By-Laws, shall have full power and authority to do all acts and transact all business concerning the Society, as they best deem.
8. Vacancies of Officers may be filled at the discretion of the Board of Directors. Vacancies in the Board of Directors of any non-officer members may also be filled by the Board of Directors in their discretion.
9. The President, or in his or her absence, the Vice-President shall preside at meetings of the Society. The President, or in his or her absence, the Vice-President shall preside at meetings of the Board of Directors.

The Treasurer shall have the Following responsibilities:

- a) Receive dues and any other revenue realized by the Society

- b) Pay all regularly occurring bills. All other bills must be approved by the chairperson of the committee submitting bill before payment is made.
  - c) With advice from the Board prepare a yearly income and expense budget
  - d) Monitor income and expenses and prepare a monthly statement of same including a breakdown of categories
  - e) Prepare a monthly balance sheet showing assets and liabilities
  - f) The Board of Directors, at its discretion, shall arrange and pay for a surety bond for the Treasurer
  - g) The Board of Directors shall arrange for and pay for a yearly audit of the Society's books
10. The Secretary shall keep the records of the meetings of the Society and meetings of the Board of Directors. The Secretary shall also attend to the correspondence of the Society, and shall serve as the Clerk of the Society.
11. The Society shall hold regular quarterly meetings in March, June, September and December in each year. Notice of each meeting shall be given to the members through the Newsletter at least ten (10) days before the date of the meeting. Where several members are in one household, one (1) notice shall be sufficient for the household. The meetings may be held in Sharon, Massachusetts, or elsewhere as determined appropriate.
12. The Board of Directors shall meet at least 10 times each year and a meeting may be called at any time by the President, or by two (2) Directors, with at least two (2) days' notice to each Director.
13. A quorum of the Society shall consist of twenty (20) members. A quorum of the Board of Directors shall consist of five (5) members.
14. Any person may become a member of the Society by enrolling and paying dues. Failure to pay dues may, at the option of the Society, be treated as resignation of the member.
15. The Society shall set annual dues upon recommendation by the Board of Directors and with approval of the majority of members present at the June meeting.
16. Reports shall be presented by the officers at the June meeting of the Society.
17. Any By-Laws may be amended or repealed by a two-thirds (2/3) vote of the Society.
18. All meetings will be conducted according to the procedures of "Roberts Rules of Order."
19. The President of the Society, with the consent of the Board of Directors, may enter into any contract on behalf of the Society.
20. All checks or notes issued by the Society shall be signed by the Treasurer or President.
21. The Books, Minutes, and Records of Accounts shall be open for inspection upon written request by any member upon application to the Board of Directors.

22. The Board of Directors may adopt a Corporate Seal for the Society.
23. Liquidation and termination of the Society shall be effected by a two-thirds (2/3) vote of the members present at a meeting called for that purpose by the Society. After the payment of all the liabilities of the Corporation, all remaining assets of the Corporation (including any non-admitted assets such as historic papers, artifacts, furniture, etc.) shall be given to any of the following:
  - a) A successor organization concerned with the history of the Town of Sharon
  - b) The Trustees of the Sharon Public Library
  - c) The Town of Sharon
  - d) The Commonwealth of Massachusetts
  - e) Any organization exempt from Federal Income Tax pursuant to Title 26 of the United States Code 501(c)(3)
24. The Board of Directors may appoint special or standing committees to carry out the work and purposes of the Society.
25. A nominating Committee, consisting of three (3) members shall be selected by the President each year and shall be required to report to the President prior to May 1 of each year.
26. The Society's fiscal year shall end on June 30<sup>th</sup>.

Adopted June 9, 2016