

**THE WINTONBURY HISTORICAL SOCIETY, INC.
BLOOMFIELD CONNECTICUT**

BY-LAWS

(April 1949, as amended 11/03/1999, 11/07/2000 & 11/05/2003)

Article I – Name

The Organization shall be known as the Wintonbury Historical Society, Inc.

Article II – Objective

The objectives of said Society shall be the collection and preservation of records, facts, and materials relating to the history and to the citizens of Bloomfield, Connecticut; the identification, preservation and marking of buildings and locations of historical interest within said Town; the recording of current history for the benefit of future generations of the Town; the dissemination of documents and pamphlets relating to such records, facts, materials, identifications; and, in general, to carry on all activities appropriate for an Historical Society.

Article III – Incorporation

1. The Society shall be duly incorporated but there shall be no capital stock.
2. In case of the dissolution of the Corporation, or in case it shall become impossible for the Corporation to fulfill its purposes, all records, materials, and property owned by the Corporation shall be transferred by the Board of Directors to the custody of the Board of Directors of the Prosser Library of Bloomfield, Connecticut, or such other Town or State Corporation or Society as will use said records, materials and property for the purpose for which this Society is organized.

Article IV – Membership

1. Any person interested in the history of Bloomfield may be considered for membership in the Society which shall be composed of Active and Honorary Members and such other special memberships as may be established by vote of the Society.
2. Application for membership shall be in writing, signed by the applicant, endorsed by the Society's Membership Committee, and accompanied by one year's dues. The names of new members will be read by the Membership Chairman at the next regular meeting of the Society. Members joining after January will pay one-half the annual dues.
3. Dues for each type of membership shall be recommended by the Board of Directors and voted by the membership. Dues are due and payable on June 1.
4. Non-payment of dues by any, member within one year of the due date shall constitute cause for said member to be dropped from the rolls of the Society if the Treasurer has given said member proper notice of such delinquency, but any member dropped from said membership roll for such non-payment of dues may be reinstated upon the payment of dues.
5. Persons who may have rendered unusual and important service to the Town of Bloomfield or to the State of Connecticut, in the cause of historic inquiry, when recommended by the vote of the Board of Directors, may be elected Honorary Members by the two-thirds vote of the members present at any regular meeting. Honorary Members may attend all meetings of the Society but they shall not have the right to vote unless they are Active Members also. As Honorary Members they shall not be required to pay dues.
6. Any present or prospective member may obtain a life membership in the Society upon the payment of life membership dues.

Article V – Government

1. The officers of the Society shall be a President, a Vice-President, a Corresponding Secretary, a Recording Secretary, a Treasurer and an Assistant Treasurer.
2. The officers shall be elected at the annual meetings. The President, Vice-President and Treasurer shall be elected for two years in the even years. The Corresponding Secretary, Recording Secretary and Assistant Treasurer shall be elected for terms of two years in the odd years.

3. There shall be a Board of Directors composed of the officers of the Society, the immediate past-president, and twelve from among the members of the Society, four elected annually for a three year term. Board members at-large shall not serve more than two consecutive terms.
Failure by a Board member to attend three Board meetings in any fiscal year shall constitute a resignation from the Board. Extenuating circumstances may be taken into account by the Board.
In the event of a vacancy on the Board, for any reason, the remaining Directors may appoint a person to fill such vacancy. The President may appoint one or more additional persons to serve in an advisory capacity on the Board during his/her term of office, and one member of the Board of Directors of the Prosser Library may be selected by the latter Board as an ex-officio member.
4. There shall be seven standing committees to be known as the Membership Committee, the Program Committee, the Acquisitions Committee, the Education/Research, the Properties Committee, the Financial Development Committee and the Nominating Committee, and such other committees as the President may designate or appoint.

Article VI – Duties of Officers

1. The President shall preside at all meetings of the Society and its Board of Directors. He/She shall, with the Secretary and Treasurer, sign all written contracts and obligations of the Society as directed by the Board of Directors. At the first meeting of the Board of Directors after the Annual Meeting of the Society, he/she shall announce the members of the standing and other committees. He/She shall serve as a ex-officio member of all committees.
2. The Vice-President shall perform the duties of the President in his/her absence, and shall otherwise serve the Society at the President's discretion.
3. The Recording Secretary shall keep the minutes of all meetings of the Society and its Board of Directors.
4. The Corresponding Secretary shall conduct the correspondence of the Society and give notice of all meetings.
5. The Treasurer shall keep a roll of the members; shall send out bills and collect and have custody of the dues of the members and of all pledges or donations in the form of money belonging to the Society. He/She shall keep account of same as directed by the Board of Directors and make a report thereof at the Annual Meetings and whenever required by the Society or the Board of Directors. He/She shall pay out the moneys of the Society only as authorized by the Board of Directors.
6. The Assistant Treasurer shall assist the Treasurer as requested and shall perform the duties of the Treasurer in the event of his/her absence or disability. When acting in the place of the Treasurer, the Assistant Treasurer shall have the same power and authority as the Treasurer. He/she shall be bonded in the amount specified by the Board of Directors.
7. The Board of Directors shall have direct control of the affairs of the Society subject to the by-laws and such regulations and restriction as may be prescribed hereafter by the Society; shall pass upon the engagement of any employees; shall define the duties of the committees and employees; shall prepare an allocated annual budget of expenditures; make provision for the care and custody of all records and materials, including relics, furniture, etc., received by the Society; and shall have authority to take such other action as may be deemed necessary and proper for the promotion of the Society's best interest and the management of its affairs.

Article VII – Historian and Genealogical Librarian

1. The Historian and the Genealogical Librarian shall be appointed by the President.
2. The Historian shall be responsible for: the collection and preservation of records, facts, and materials relating to the history of the Town of Bloomfield and its citizens; the identification of locations of historical interest within said Town; the recording of current history for the benefit of future generations of the Town; the preparation, publication and dissemination of documents and pamphlets relating to such records, facts, materials, and identifications; and, in general, shall carry on all activities appropriate for an historian.
3. The Genealogical Librarian shall be responsible for meeting the needs of persons requesting genealogical assistance from the Societies archives.

Article VIII – Meetings

1. The regular meetings of the Society shall be held on the first Wednesday of the months of February, April, June and November and on the second Wednesday in the month of September of each year.

2. All meetings shall be governed by these bylaws and *Robert's Rules of Order* as presently written.
3. The President shall appoint from the membership a Parliamentarian, at his/her discretion, who is duly qualified to interpret Robert's Rules.
4. The June meeting shall be considered the Annual Meeting of the Society.
5. Special meetings may be called by direction of the President at any time and shall be called upon the written request of ten members of the Society or a majority of the Board of Directors.
6. Twelve Active members of the Society shall constitute a quorum.
7. The Board of Directors shall hold meetings, as needed, upon the call of the President or any four members of the Board.
8. Four members of the Board shall constitute a quorum.
9. The Board of Directors may change the date of any meeting provided one week's notice shall be given to all members.

Article IX – Amendments

1. Whenever in its judgment there is need for revision or amendments to these By-laws, the Board of Directors shall establish a By-laws Committee to make recommendations to the Board. The Board shall then submit to the membership for action such revision or amendments as it approves.
2. Whenever no fewer than ten percent of the Society members petition in writing for revision or amendment to the By-laws, the President shall appoint a committee to consider the matter and report to the Board of Directors. The Board shall then submit the proposed changes with its recommendations to the membership for its action.
3. The membership of the Society may act on a proposed revision or amendment by mail or at any regular meeting at which at least 25 members are present, provided that the Secretary shall have notified all members in writing of the proposed changes and the recommendations of the Board at least ten days prior to such meeting. A two-thirds vote of the members voting shall be required for adoption.