

**OLD MISSION PENINSULA HISTORICAL SOCIETY  
BY-LAWS**

**As Adopted May 5, 2022**

**ARTICLE I – NAME**

The name of this organization shall be OLD MISSION PENINSULA HISTORICAL SOCIETY

**ARTICLE II – PURPOSES**

The purposes of this Society are the following:

- 1) To develop, foster, and encourage the collection of historical materials and promote historical consciousness concerning the Old Mission Peninsula,
- 2) To encourage and support the preservation of historical structures on the Old Mission Peninsula,
- 3) To explore the feasibility of establishing one or more historical districts on Old Mission Peninsula, and
- 4) To help and support the historical policy of Peninsula Township, as adopted.
- 5) To provide OMP historical presentations and an informative website.
- 6) To honor, research, and educate ourselves and others about the history of all peoples in our area, including the long arc of history of Native Americans here, missionary and farm settlement, and the history of Latino and other migrant workers on this peninsula.

**ARTICLE III – MEMBERSHIP**

The membership shall include all persons who have paid their annual dues for a membership period from June 1<sup>st</sup> to May 31<sup>st</sup>. Members shall receive notice of regular monthly meetings, as well as the annual and special meetings, and shall be entitled to vote.

Dues may be changed by majority vote of the membership if deemed necessary and proper.

#### **ARTICLE IV – BOARD OF DIRECTORS AND OFFICERS**

The officers of the Society shall be elected by the membership at the annual meeting, and shall consist of president, vice-president, secretary, and treasurer. The Board of Directors shall consist of the four current officers and the immediate past president. They shall assist the president in the management of the Society. The consent of three Board members shall be necessary for any Board action. The Board of Directors may make decisions at a meeting, by phone, or by e-mail. Any actions of the Board will be shared with the membership of the Society at the next meeting of the Society. All significant items will be voted on by the membership.

All terms of office shall be for two years or until their successors are elected. To allow for staggered terms, the president and vice-president shall be elected for two-year terms in odd numbered years, and the secretary and treasurer shall be elected for two-year terms in even numbered years. Should a vacancy occur, the president, with the concurrence of the Board of Directors, shall appoint a person to complete the unexpired term.

#### **ARTICLE V – DUTIES OF OFFICERS**

- A. The president shall chair general meetings of the whole Society, appoint committee chairpersons, maintain Society's contractual obligations, and perform such other duties as may be required by the Society. The president shall be an ex officio member of all committees.
- B. The vice-president shall assume the duties of the president in his/her absence, and other duties as designated by the Board of Directors. The vice-president shall compile the committee summaries and forward them to the president.
- C. The secretary, or an alternate, shall attend all meetings of the Society and create draft minutes which shall be forwarded to the president for revision or comment prior to the president's distribution of the minutes to the membership for final revision,

adoption, and distribution via e-mail and/or the website.

- D. The treasurer shall be the financial officer and shall receive and deposit in the bank all monies and an accurate account thereof. The treasurer shall be responsible for an Internal Financial Controls Policy (IFCP), adopted by the Board and approved by a vote of the membership. Membership approval or approval of the Board of Directors shall be required for all expenditures of two hundred fifty dollars (\$250) or more. At the end of his/her terms, he/she shall deliver to the successor all books, monies, bank records, checkbook, electronic records, account passwords, and other property of the Society then in his/her possession.

The fiscal year of the Society shall be June 1<sup>st</sup> to May 31<sup>st</sup>.

## ARTICLE VI – COMMITTEES

The president shall appoint the chairpersons of the following standing committees, with specified responsibilities, as soon as possible after the annual meeting:

- A. **Historical Structures** - manages the Hessler Log House and Replica Log Church in cooperation with the township.
- B. **Membership** – maintain accurate membership list; outreach for new members
- C. **Archives** – maintain and catalog papers of the Society as well as other historical documents that come into the possession of the Society
- D. **Program** – plan programs for regular meetings or special events, including recruiting a chair for Log Cabin Day.
- E. **Publicity** – Publicize events and programs to the members as well as the larger community.
- F. **Hospitality** - provide snacks and drinks for regular meetings, dinners, and special meetings.
- G. **Website** – maintain an attractive and informative website.
- H. **Tree Committee** – restore the historical tree canopy, planting trees on OMP.

Chairpersons shall report before each business meeting to the vice-president, who shall forward these reports, to the president.

The president shall appoint special committees or new standing committees, as required, and a nominating committee two months prior to the anticipated election.

## **ARTICLE VII – MEMBERSHIP MEETINGS**

Meetings shall be held the first Thursday of each month except for July and August. A summer program may be added in the future. The June meeting shall be the annual meeting. Meetings shall be open to the public, but voting shall be restricted to members.

The president or Board of Directors may call a special meeting as necessary, with the due notice written or electronic, sent not less than seven (7) days in advance of the special meeting except in extreme emergency.

Fifteen percent of the paid membership shall constitute a quorum at any meeting. A majority vote of those present will be necessary to pass any issue being voted upon.

## **ARTICLE VIII – AMENDMENTS**

These by-laws may be amended by a majority vote after being presented in writing to the membership. The vote shall be taken after a meeting at which the proposed amendment has been discussed.

## **MEMBERSHIP BY-LAW APPENDUM**

Be it resolved that Old Mission Peninsula Historical Society annual dues, for the period June 1<sup>st</sup> through May 31<sup>st</sup>, are due the first Thursday of June.