

BYLAWS

DENTON COUNTY GENEALOGICAL SOCIETY, INC.

Organized April 1979

[Revision of March 14, 2024]

ARTICLE I – NAME

The name of this organization shall be the Denton County Genealogical Society, hereinafter referred to as the Society.

ARTICLE II – OBJECTIVES

The Society's Objectives shall be:

- (1) To assist the public as well as the membership in the study of genealogy;
- (2) To support the Denton Public Library with emphasis on its genealogical collection;
- (3) To locate, preserve, and expand information relating to the history of Denton County and its early citizens.

ARTICLE III – MEMBERSHIP

Section 1. Any person interested in the Objectives of this Society may become a member upon completing a membership registration form and paying specified dues.

Section 2. Guests are welcome at meetings, but attendance at three (3) consecutive meetings will be taken as intent to join the Society, and registration and dues will be requested.

Section 3. Annual dues shall be set by the Executive Board and approved by the membership at the Annual Business Meeting.

ARTICLE IV – OFFICERS AND ELECTIONS

Section 1. The elected officers shall be President, Vice-President, Secretary, Treasurer, and Librarian. A Parliamentarian may be appointed by the President with the approval of the Executive Board.

Section 2. There shall be a Nominating Committee composed of five (5) members; two (2) of whom shall be selected by the Executive Board from its body, and three (3) from the Society at large, elected biennially by the Society at the February meeting. The Committee shall select its Chairperson.

The Nominating Committee shall nominate one eligible person for each office to be filled and report its nominees at the regular meeting in April, at which time additional nominations may be made from the floor. Only those persons who have signified their consent to serve if elected shall be nominated for, or elected to, such office.

Section 3. Officers shall be elected at the Annual Business Meeting for a term of two (2) years. The term of the officers elected shall begin with the Fiscal Year. During transition year 2024, three officers (President, Treasurer, and Librarian) will be elected to serve for a one-year term and two officers (Vice-President and Secretary) will be elected to serve for two-year terms. Beginning in 2025, all elected officer terms will be for two years, thus establishing an alternate election cycle. The outgoing President may elect to serve for two years as ex-officio member of the Executive Board after the completion of his/her full two years of service in office. Resignation of officers or committee chairpersons shall be by letter to the Executive Board. No officer shall hold more than one elective office at the same time.

Section 4. The election shall be by ballot unless there is only one nominee for the office, and then election may be made by voice.

Section 5. Those members present at the May Annual Business Meeting and in good standing constitute a quorum and officers will be elected by a majority of that quorum.

ARTICLE V – FISCAL YEAR AND MEETINGS

Section 1. The Fiscal Year shall be from June 1 through May 31.

Section 2. Regular business meetings shall be held at the time to be determined by the membership each meeting year. Upon notification of the membership, this schedule may be altered because of holidays or emergencies.

Section 3. At the Annual Business meeting in May, the incumbent President will conduct the year's final business, which will include the election of the new officers.

Section 4. Special membership meetings may be held at the call of the President or upon the request of the Executive Board provided a notice is given ten (10) days previous.

ARTICLE VI – DUTIES OF OFFICERS

Section 1. The President shall preside at all meetings of the Society and the Executive Board; shall appoint all Standing committees; shall make an annual report to the membership; and shall keep the proceedings and permanent records of the Society during his/her term. These records are to be passed on to his/her successor.

Section 2. The Vice-President shall, in the absence or inability of the President, perform the duties of the President; also, shall be responsible for programs at the regular meetings of the Society.

Section 3. The Treasurer shall receive all funds of the Society and disburse funds as directed; and shall make a financial report in each newsletter.

Section 4. The Secretary shall keep a permanent record of the proceedings of the meetings of the Society and of the Executive Board. These records shall be passed on to the President.

Section 5. The Librarian shall serve as liaison with the local library, especially with its genealogical collection; shall objectively study and recommend books and other materials suitable as donations to the Denton Public Library; shall order and receive such works; also, shall be the keeper of materials owned by the Society and which will be passed on to his/her successor.

ARTICLE VII – EXECUTIVE BOARD

Section 1. The elected officers and the chairpersons of Standing Committees shall constitute the Executive Board of which the President and Secretary shall be Chairperson and Secretary, respectively.

Section 2. The Executive Board shall manage the affairs of the Society in the intervals between meetings.

Section 3. Meetings of the Executive Board shall be held at least twice each year, one to be held before the first meeting of the year, or at the request of at least three (3) board members.

Section 4. A majority of the elected officers and the committee chairpersons shall constitute a quorum of the Executive Board.

ARTICLE VIII – COMMITTEES

Section 1. The following Standing Committees shall be appointed by the President with the approval of the Executive Board:

- 1) Membership;
- 2) Social;
- 3) Newsletter;
- 4) Publicity

Section 2. Each committee shall perform all the usual duties pertaining to and suggested by the committee name in order to promote the objectives of the Society.

Section 3. The Executive Board may appoint such other Special Committees as are considered necessary. Each committee exists only until its purpose is fulfilled and may be released by two-thirds vote of the Executive Board.

ARTICLE IX – AMENDMENTS

These Bylaws may be amended at any meeting by a majority vote of members present and voting, provided the amendment(s) to be voted upon have been submitted in writing, signed by two (2) members, to the Executive Board and the members have been notified at least fifteen (15) days prior to any business meeting. Unless otherwise provided in the motion to adopt, an amendment shall become effective upon adjournment of the meeting at which it is adopted.

ARTICLE X – RULES OF ORDER

The proceedings of the Society shall be governed by *Robert's Rules of Order, Newly Revised* except where there is a conflict with these Bylaws. Meetings will be conducted in an informal but orderly manner.

ARTICLE XI – STANDING RULES

Standing Rules may be adopted by the Executive Board by majority vote. Such rules are for the guidance of the members and officers and shall become a part of this Article