

CORNISH HERITAGE SOCIETY EAST

BY-LAWS

ARTICLE I - NAME

The name of this organization is Cornish Heritage Society East, hereinafter called the Society, a nonprofit organization.

ARTICLE II - OBJECTIVES

The objectives of the Society shall be to unite descendants of Cornish immigrants to the United States:

- to promote the study of the ancient culture of Cornwall, its language, music, art, literature, history and folkways;
- to collect, preserve and disseminate information on Cornish immigrants and their lives and pursuits in the United States, particularly in this Middle Atlantic region;
- to seek out descendants of Cornish immigrants and to gather information on their ancestors;
- to inculcate in these descendants a pride in their Cornish background;
- to educate descendants and the public at large about the history and culture of Cornwall and to foster an appreciation of its uniqueness;
- to forge and maintain bonds with Cornish around the world.

ARTICLE III - MEMBERSHIP AND DUES

Section 1. Membership shall be open to any person of Cornish heritage or any person in full accord with the stated objectives of the Society.

Section 2. Anyone who joins before 31 December 1995, shall be known as a Charter Member.

Section 3. Categories of paid members shall consist of the following:

Individual

Family (one newsletter only)

Student

Libraries and Societies (newsletter subscription)

Honorary Life (conferred by vote)

Dues will be established annually by the Board of Directors.

Section 4. Annual dues shall be payable on or before the annual March meeting.

Section 5. Honorary Life Membership may be conferred upon any person who has given exceptional service. The recommendation must be approved by the Board of Directors before being presented to the membership for a vote. a three fourth (3/4) vote of members present shall elect.

ARTICLE IV - MEETINGS

Section 1. The annual Meeting shall be on a Saturday close to St. Piran's Day (March 5).

Business to be conducted at the Annual Meeting:

- a. election and installation of officers bi-annually;
- b. presentation of annual reports
- c. other business deemed necessary by the Board of Directors.

Section 2. Regular meetings will be held quarterly.

Section 3. Special meetings may be called by the President or the Board of Directors.

ARTICLE V - BOARD OF DIRECTORS

Section 1. The officers of the society shall consist of a President, a First Vice President, a Second Vice President, a Recording Secretary, a Corresponding Secretary, a Treasurer and an Historian, all to be elected bi-annually by the membership at the society's Annual Meeting. Officers may serve more than two consecutive terms, if necessary.

Section 2. The Board of Directors, hereinafter called the Board, shall be composed of the officers of the Society as well as the immediate past President and the chairpersons of all standing committees. a quorum for the Board shall be a majority of its members. The board shall:

- a. transact the business of the Society between membership meetings
- b. direct committees and approve their activities
- c. approve the annual budget.

Section 3. The President shall act as the chief executive officer of the Society and:

- a. shall preside at all meetings of the Society and the Board;
- b. may appoint such committees as necessary;
- c. shall be an ex-officio member of all committees;
- d. shall appoint an individual who will conduct an annual financial audit and report to the Board;
- e. shall appoint a member to complete any unexpired term on the Board.

Section 4. The first vice President shall:

- a. serve as chair or co-chair of the Program committee;
- b. assume the duties of the presidency in the absence of, or at the request of, the President'
- c. assume the duties of the presidency if that office becomes vacant;
- d. perform such other duties as may be assigned by the President.

Section 5.

The Second Vice President shall;

- a. be director of membership services with appointed assistants in charge of the following:
welcoming members and non-members at meetings and events,
creation and distribution of new -member packets,
membership promotion
attendance records.
- b. maintain a current list of all members in good standing.
- c. assume the duties of the presidency in the absence of the President and First Vice President;
- d. assume the duties of the First vice President in the event of a vacancy in the office of the presidency;

Section 6. The Recording Secretary shall:

- a. take and maintain the minutes of both Society and Board meetings.
- b. see that copies are distributed to each member of the Board.

Section 7. The Corresponding Secretary shall:

- a. be responsible for the Society's in-coming and out-going correspondence and shall maintain a record of it;
- b. serve on the Publicity committee.

Section 8. The Treasurer shall:

- a. collect dues, receive funds and pay bills as authorized by the Board;
- b. keep an accurate record of all receipts and disbursements;
- c. present a financial report at every regular meeting of the Society and the Board;
- d. prepare an annual budget for approval by the Board;
- e. present an annual financial report at the Society's Annual Meeting.

Section 9. The Historian shall maintain a chronological record of events of the Society, illustrated with photographs, news items and memorabilia, using professional archival methods and materials and may perform other duties which could include:

- a. collect and preserve the genealogy and biography of society members;
- b. maintain surname and locality file;
- c. maintain a permanent file of issues of the newsletter and any other society publications;
- d. use this record of events to provide a display for , members of the society at the annual meeting in March and at any other appropriate event.

ARTICLE VI - ELECTION OF OFFICERS

Section 1. The Nominating Committee shall prepare a report to be presented to the membership at the Annual Meeting, naming a nominee for each position to be filled.

Section 2. At the Annual Meeting, following the report of the nominating committee, additional names may be placed on the ballot providing the proposed nominee for the position has agreed to serve if elected.

Section 3. Election shall be by vote of a simple majority of the members attending the Annual Meeting.

ARTICLE VII - COMMITTEES

Section 1. The standing committees of the society shall be Program, Newsletter, Publicity and Membership. Each shall consist of at least three members.

Section 2. The Nominating Committee shall have three members appointed by the Board in January and shall present their slate of nominations at the Annual Meeting.

Section 3. The Program Committee will research and plan educational and cultural programs for the Society's meetings.

Section 4. The newsletter of the Society shall be entitled "Cornish Crier". The chair of this committee shall be the Editor, who collects materials and oversees the publication and mailing.

Section 5. The Publicity Committee shall publicize the activities of the Society to the widest possible audience through any means it deems appropriate. The Corresponding Secretary is a member.

Section 6. The Membership Committee will be chaired by the Second Vice President and will:

- a. make an effort to recruit new members;
- b. welcome new members and inform them of society activities;
- c. prepare a membership packet for new members which might contain a Society flyer, a recent newsletter and the By Laws.

ARTICLE VIII - DISSOLUTION OF SOCIETY

Section 1. The Society may be dissolved by a two-thirds (2/3) vote of the members present at a meeting, provided a thirty (30) day advance notice, in writing, has been given to all active members. At least four (4) members of the Board must be present at such meeting.

Section 2. Upon dissolution, all just and legitimate debts of the Society must be satisfied.

Section 3. No part of the remaining assets of the society may be distributed or inure to any officer, director or member of the Society.

Section 4. At the time of dissolution, the voting members shall distribute any remaining assets of the Society to a non-profit organization or organizations to be decided at the meeting.

Section 5. Dissolution shall be in accordance with IRS 501 (c) (3).

ARTICLE IX - PARLIAMENTARY AUTHORITY

The rules contained in the most recent edition of Robert's Rules of Order shall govern the Society in all cases in which they are applicable, and which are not inconsistent with these By Laws and any Standing Rules.

ARTICLE X - AMENDMENTS

These By Laws may be amended only at the annual Meeting by two thirds vote of those voting, using the following procedures:

1. Proposals may be submitted in writing by any member to the Board at least four months prior to the Annual Meeting.
2. All such proposed amendments, together with the recommendations of the Board shall be presented to the membership at least two months prior to the Annual Meeting and printed in the newsletter just prior to the annual Meeting

These By Laws were adopted by the general membership of the Cornish Heritage Society East on 4 March 1995, at its first Annual Meeting.

Amended - March 6, 2004

Amended - March 3, 2007