

**UPPER NEW YORK CONFERENCE  
UNITED METHODIST HISTORICAL SOCIETY  
BYLAWS (1/2017 version)**

Article I. NAME

The name of this organization shall be the *Upper New York Conference United Methodist Historical Society*, hereinafter called "Society."

Article II. PURPOSE

The Society is formed for the following purposes:

1. To work with the Upper New York Conference Commission on Archives and History in the collection and preservation of materials (such as books, pamphlets, papers, relics, portraits, interpretation of historic sites) related to the history of The United Methodist Church and its antecedents within the bounds of the Upper New York Conference and its antecedents. Materials, where feasible, will be passed along to official archives of Upper New York Conference.
2. To promote in the conference, including with local church historians and others, knowledge of Methodist history and its preservation and dissemination (along with appropriate skills) by such means as seems best adapted to that end.

Article III. MEMBERSHIP

Any minister or member of the United Methodist Church, who is a member either of or within the bounds of Upper New York Conference, may become a *member* of this Society by registering and paying dues.

Agencies, non-United Methodists or United Methodists outside the bounds of Upper New York Conference who are friends of Upper New York Conference and sympathetic to the purposes of the Society may become *non-voting associate members* by approval of their registration and payment of dues.

*Honorary members* may be constituted without payment of dues upon recommendation of the Executive Committee and election to honorary membership by the Society.

Annual dues can be determined by the Executive Committee in the following categories: Student, Single, Family, Institution, and Lifetime membership.

Article IV. PRIVILEGES of MEMBERS/ MEETINGS

Members shall be notified of any Society meetings and are entitled to any publications included in the membership dues. The Executive Committee can schedule meetings at such time and place as it shall determine and publicize. Special meetings may be held at the call of the president. Members present at a meeting shall constitute a quorum.

Article V. OFFICERS

The officers of this Society shall be elected annually by ballot or at an annual meeting, and shall consist of a President (presiding officer), Vice-President (substitute presider, program organizer), a Corresponding Secretary (correspondent, preserves historical Society materials), a Recording Secretary (meeting recorder, keeps member records), and Treasurer (handles monies and accounts for them). (Positions other than President may be combined.) The officers shall serve until their successors are elected.

The *Executive Committee* shall consist of the elected officers, plus the chairperson or designee of the conference Commission on Archives and History and/or any Conference Archivist or Librarian. The Executive Committee shall meet at the call of the president of the Society, or any two other officers. The Executive Committee shall provide for an annual Society report, the same to be shared with Upper New York Conference Commission on Archives and History as well as kept by the Society.

#### Article VI. ADMINISTRATION

Section 1. Management of the Society shall be vested in the Executive Committee.

Section 2. The operating budget of the Society shall be proposed by the Executive Committee at the annual meeting for approval, together with a recommendation of the amount of annual dues.

Section 3. The Executive Committee shall name a committee of three persons to prepare nominations for all elective offices to be acted upon at the annual meeting.

Section 4. The Executive Committee shall regulate its own meetings, temporarily fill vacancies and prescribe the various duties of the officers of the Society.

Section 5. Annual meetings and other events of the Society shall be held at an appropriate time and place agreed upon by the Executive Committee. This may include web-based meetings, conference calls, and other electronic means.

Section 6. All materials collected, unless otherwise stipulated, shall become the property of the Upper New York Conference Commission on Archives and History and be placed under the charge of the custodian in the Annual Conference depository or archives.

Section 7. The Society shall be amenable to the Commission on Archives and History of the Annual Conference in all matters relating to its organization and operation.

#### Article VII. AMENDMENTS

The bylaws shall be approved by the Society and may be amended by a vote of two-thirds of the membership present and voting at a properly called meeting, providing that such proposed amendments are circulated to the membership not less than two weeks prior to the meeting.

#### Article VIII. PARLIAMENTARY AUTHORITY

Robert's Rules of Order (Newly Revised) shall apply in all circumstances where it is not in conflict with the United Methodist Book of Discipline, actions of the Annual Conference, or these bylaws.