

# *South Carolina Genealogical Society, Inc. Constitution*

## **ARTICLE I. NAME and AREA SERVED**

The name of this organization will be the South Carolina Genealogical Society, Inc., hereinafter referred to as the Society. The area served shall be the State of South Carolina through Society chapters and their memberships.

## **ARTICLE II. OBJECTIVES**

### **Section 1. The objectives of this Society are:**

- a. To raise the standards of genealogical research throughout the state through educational programs, workshops, publications of genealogical data and worth.
- b. To promote the collection and preservation of the early records of the Colony, State, Counties and Cities of South Carolina.
- c. To provide a medium for unified participation in activities and programs of mutual benefit and interest to all chapters and their members.

Section 2. This Society is a non-profit, non-political and non-sectarian organization in compliance with the IRS section 501(c)3.

## **ARTICLE III MEMBERSHIP**

Section 1. Membership in the Society shall be open to an individual or family interested in genealogy and the objectives of the Society.

Section 2. Membership in the Society shall be by application submitted to a local chapter *or to the State Treasurer* and the payment of annual dues.

Section 3. Family membership (with a single mailing of all communication) shall be available to two persons of the same family residing at the same address.

Section 4. A chapter charter shall be granted to any duly organized group petitioning for said charter, providing its objectives are consistent with those of the Society's Constitution and By-Laws, after approval of three-fourths (3/4) of the Board of Directors.

## **ARTICLE IV ORGANIZATION**

Section 1. The Officers of the Society shall be: President, First Vice-President, Second Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, and Archivist-Historian.

Section 2. There shall be a Board of Directors, consisting of the elected officers, the Immediate Past President, the Editor of the *Carolina Herald and Newsletter*, all *Committee Chairpersons*, and one Director elected by and representing each active chapter of the Society. The incumbent President and the Recording Secretary of the Society shall serve as Chairman and Secretary of the Board of Directors.

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Section 3. The policies and administration of the Society shall rest with the membership through its Annual or Special Meetings and with the Board of Directors which shall have all power and authority over the affairs of the Society between meetings.

Section 4. The Officers of this Society shall be elected at the Annual Meeting for a term of two years beginning on the first of January following election.

Section 5. The following officers will be elected in odd-numbered years: President, Second Vice-President, Recording Secretary, and Corresponding Secretary. The following officers will be elected in even-numbered years: First Vice-President, Treasurer, and Archivist-Historian.

Section 6. In the event of a vacancy in any office during the first year of the term, at the next Annual Meeting, the Society will elect a successor to serve a one-year term.

Section 7. The President shall preside at all meetings of the Society and of the Board of Directors; shall call special meetings of the Society and/or Board of Directors when necessary; shall be an non-voting ex-officio member of all committees; shall appoint all other committee members; shall serve as the chief executive officer of the Society; and shall perform all other duties specified in the parliamentary authority.

Section 8. The First Vice-President shall preside in the absence of the President and fill the office of President in the case of vacancy, act as chairman of the workshop committee and shall assist the President in other matters when called upon.

Section 9. The Second Vice-President shall preside in the absence of both the President and the First Vice-President and shall assist the President as called upon. *Shall also assist the First Vice President with the Summer Workshop duties.*

Section 10. The Recording Secretary shall keep a record of the proceedings of the meetings and distribute the minutes of the meetings to all members of the Board of Directors and to the President of the chapters within 30 days after the meeting.

### **Section 11. The Treasurer:**

a. Shall receive all monies of the Society, disburse all monies, and pay all bills of the Society, with the exception of receipts and disbursements for the workshops and the annual meetings. In the absence or inability of the Treasurer, the President shall perform the duties of the office of the Treasurer until the Board of Directors shall appoint a successor to serve.

b. Will prepare and distribute to the Board of Directors at each meeting a written financial report. Will submit to the Board of Directors at the meeting following the end of the fiscal year a detailed financial report together with the Society books ready for audit. The Treasurer will file all necessary reports with the State Tax Commission, Secretary of State and the Internal Revenue Service.

c. Will also serve as Membership Secretary and may suggest a member of the Society to the President to appoint to help with this duty. An accurate file of all active paid members with their addresses shall be maintained.

Section 12. The Corresponding Secretary shall send notices of meetings and special meetings as well as special bulletins to the membership and perform such other duties as may be requested by the Board of Directors or the President.

Section 13. The Archivist-Historian shall be custodian of the permanent archives of the Society and shall have custody of the papers of incorporation; shall receive all materials of a genealogical nature presented to the Society and shall place them in the permanent collection of the Society; and shall be custodian of all official non-current records that belong to the Society.

## **ARTICLE V. MEETINGS**

Section 1. The Society shall hold an Annual Meeting of the whole membership in October or November as shall have been fixed at the previous Annual Meeting or by the Board of Directors in the absence of such designation or in case of an emergency.

Section 2. Special Meetings of the Society and meetings of the chapters may be held as provided in the By-Laws.

## **ARTICLE VI AMENDMENTS**

Section 1. This Constitution may be amended at a duly constituted Annual Meeting of the Society by a two-thirds (2/3) vote of the members present and voting.

Section 2. Proposed amendments, as approved by the Board of Directors, shall be sent to the entire membership in writing at least thirty days prior to the date of the Annual Meeting at which such amendments are to be considered.

**ARTICLE VII DISSOLUTION**

In the event of the dissolution of this Society, the residual assets of the Society shall be turned over to one or more organizations which themselves are exempt as organizations described in Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code of 1954 or corresponding sections of any prior or future Internal Revenue Code, or to the Federal, State, or Local government for exclusive public purpose. The last duly elected Board of Directors shall carry out such dissolution as described herein.

**This is the current CONSTITUTION of the SOUTH CAROLINA GENEALOGICAL SOCIETY, INC. as approved by unanimous vote of the membership at an Annual Meeting of the Society held on the 13th day of October 2012.**

- **\* Amended by Membership** - Dues [October, 2015]
- **\*\* Amended by Membership** - Membership at Large [October 15, 2016]
- **\*\*\*Amended by Membership** – October 28, 2017

Approved by Bylaws Committee: 04/01/2017  
Approved by Board of Directors: 04/08/2017  
Approved by Membership: 10/28/2017

The SCGS Bylaws Committee:

Shelby Hart Lollis – Chairperson: \_\_\_\_\_

Brenda Meyer: \_\_\_\_\_

Anne Sherriff: \_\_\_\_\_

Mike Becknell: \_\_\_\_\_