

**BY-LAWS
OF THE
ASTON TOWNSHIP HISTORICAL SOCIETY**

ARTICLE I - NAME

The Society shall be known as **ASTON TOWNSHIP HISTORICAL SOCIETY**

ARTICLE II - PURPOSE

The object and purpose of this Society is to promote and assist efforts to identify, preserve, and enhance property of historical value or interest to the people of Aston Township; to collect historical information and material and maintain archives; to provide education, information and other associated services; and to preserve the Village Green School on Pennell Road.

ARTICLE III - MEMBERS

Section 1. Any person, organization or business interested in the aims and purposes of the Society shall be eligible for membership.

Section 2. **CLASSES**

A. **Active**

**Individual
Family (Husband and Wife)**

Shall have the privileges of the Society, including the right to vote.

B. **Business or organization**

Shall have the right to all privileges of the Society, including (1) vote.

Section 3. **DUES**

A. **Annual dues shall be:**

Individual member	\$10.00
Family (Husband and Wife)	\$20.00
Business or Organization	\$50.00

Family members under 18 years of age, shall be considered as guests of the Society.

- B. All dues shall be reviewed by the Executive Board at the Annual Meeting (May), and shall become effective the following January 1st.
- C. The Treasurer shall send a postcard to all members on December 1st of each year stating that annual dues will be due and payable for the coming year from January 1st through the 31st. On February 15th, any member that has not paid their dues, will again be notified in writing that their membership is in jeopardy of being terminated immediately.

Section 4. Applications for membership may be obtained from the President or the Membership Chairman. All applications shall be considered by the Executive Board.

Section 5. No officers, directors or members shall use this Society for:

- A. their own personal gain.
- B. political purposes which may be detrimental or tend to discredit the Society.

Section 6. A. The member of said offense shall be notified by mail and given the opportunity to appear before the Executive Board.

B. The meeting shall be arranged to within fifteen (15) days following the members reply.

C. The Board may remove from office, or cause expulsion from membership any member by a two-thirds (2/3) vote of the Board, providing all members of the Board are present.

ARTICLE IV - OFFICERS

Section 1. The elected officers of this Society shall be:

President
Vice President
Secretary
Treasurer
Three (3) Directors

Section 2. QUALIFICATIONS:

- A. Candidates for office shall be a member in good standing for one year.**
- B. Shall not serve more than one office at a time, nor more than two consecutive terms in the same office, but they will be eligible to return to the previous office after one year.**

C. SECRETARY

- 1. Record minutes of all meetings.**
- 2. Maintain attendance record of Executive Board.**
- 3. Issue notice of special meetings of Executive Board.**
- 4. Conduct the general correspondence of the Society.**
- 5. Perform other duties as may be assigned by the President.**

D. TREASURER

- 1. Accept all monies at each meeting and deposit in Historical Society account.**
- 2. Disburse funds of the Society as authorized by the Executive Board.**
- 3. Submit a written financial report to Board members at each meeting.**
- 4. Prepare an annual Fiscal report at May meeting and submit all records for audit within thirty (30) days.**
- 5. Signature of two (2) of the three (3) authorized officers must appear on all checks.**
- 6. Authorized officers shall be President, Treasurer and Curator.**
- 7. Officers and Directors shall deliver, to their successors, all records pertaining to their respective office with thirty (30) days.**

ARTICLE V - NOMINATIONS AND ELECTIONS

Section 1. COMMITTEE

- A. A nominating committee of three (3) members shall be appointed by the Executive Board at the November meeting.**
- B. No member shall serve more than two (2) consecutive terms on any committee.**

Section 2. NOMINATIONS

- A. Nominating committee chairperson shall present a slate of candidates at the February meeting, at which time the President shall take nominations from the floor.**
- B. No further nominations shall be taken.**

Section 3. ELECTION

- A. Election of officers and directors shall be held at the annual May meeting.**
- B. Election is to be by a ballot vote.**
- C. When only one candidate is nominated for office, the secretary may be authorized to cast a ballot for the membership to elect the candidate (s).**

ARTICLE VI - MEETINGS

Section 1. MEETINGS:

- A. The regular quarterly meetings will be held the second Thursday of February, May, September, and November.**
- B. Annual business meeting and election of officers will be held the second Thursday of May, in even years.**

Section 2. SPECIAL MEETINGS:

- A. May be called at the discretion of the President, Executive Board, or by written request of five (5) members of the Society.**
- B. The Secretary shall notify all members of the time and place of any special meetings at least ten (10) days prior to meeting, except in case of emergency.**
- C. A reason must be stated for any special meetings.**
- D. No other business is to be discussed at a special meeting.**

ARTICLE VII - EXECUTIVE BOARD

- Section 1. The officers of this Society, including three (3) directors, shall constitute the Executive Board.**

Section 2. The Executive Board shall:

- A. Supervise the funds and affairs of the Society.**
- B. Determine the day and place of meetings.**
- C. Approve applications for membership.**
- D. Approve all fund raising activities of the Society.**
- E. Appoint a nominating committee at the November meeting.**
- F. Appoint an audit committee at the May meeting to make their report at the September meeting.**
- G. The Board meeting is to be held one hour prior to the general meeting.**

Section 3. A Board member, absent for three consecutive meetings without a valid reason, will be notified of dismissal.

Section 4. A Board member, who wishes to resign from office, must submit a written letter to the Board.

Section 5. Special meetings may be called by three (3) Board members.

Section 6. QUORUM

Three officers and two directors shall constitute a quorum at regular or special meetings.

ARTICLE VIII - COMMITTEES

Section 1. Standing Committees shall include:

**By-laws and Resolutions
Finance
Publicity
Ways and Means
Trips**

Section 2. Other committees may be appointed by the President or Executive Board as necessary.

ARTICLE IX - FISCAL YEAR

The fiscal year of the Society shall be January through December.

ARTICLE X - EXEMPT ACTIVITIES

- Section 1. The activities of this Society shall be limited to such activities as will not preclude the Society from obtaining a tax exempt status under Section 501 (C) (3) of the Internal Revenue Code or any amendments thereto.
- Section 2. The income of this Society shall be distributed at such time and in such manner as not to subject it to Federal Income Taxes for failure to properly distribute income.
- Section 3. The Society shall not engage in acts of self-dealing, shall not retain holdings deemed to be excess business holdings under the provisions of the Internal Revenue Code, shall not make any investments which may jeopardize its charitable purposes and shall not make any Federally taxable expenditures.

ARTICLE XI - INDEMNIFICATION

The Executive, acting responsibly, in the best interest of the Aston Township Historical Society, shall come under the protection of the Directors' Liability Act to full extent as provided by 42 PA. Con. Stat. Section 5713, Act of December 17, 1990 (P.L. 834, #198, Sec 102) as amended. Each member of the Executive Board of the Aston Township Historical Society, who was or is made a party to, or a witness in, or who is threatened to be made a part to any pending or completed action, suit or proceeding by reason of the fact that the person is or was an authorized representative of the Aston Township Historical Society shall be indemnified against all expenses, judges, fines, and amounts paid in settlement and reasonably incurred.

ARTICLE XII - DISSOLUTION

In the event of dissolution of the Aston Township Historical Society, the net assets, after all liabilities and obligations shall be paid, satisfied or adequate provisions shall be made therefor, shall be distributed to conform to the objectives of this Society and shall qualify as provided by the IRS or amendments thereto.

ARTICLE XIII - PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order Newly Revised, shall govern the Society in all cases to which they are applicable and in which they are not inconsistent with these by-laws and any special rules of order, that the Society may adopt.

ARTICLE XIV - AMENDMENTS

These by-laws may be amended at any regular meeting of the Society by a two thirds (2/3) vote, provided that the proposed amendment has been submitted in writing to the membership prior to a regular meeting.

These by-laws may be revised only upon authorization of the members at any regular meeting.

Written: May 8, 1996

Revised: April 17, 1999

Amended: November 17, 1999

Revised: August 18, 2004

Amended: November 11, 2004