

Bylaws

Indiana Association of Historians

Article 1

Identification

Section 1.01. *Name.* The name of this organization is Indiana Association of Historians, hereafter referred to as the “Association.”

Section 1.02. *Purposes.* The purposes of the Association are to furnish opportunities for persons within the state’s historical community to become acquainted, to share research and ideas, to promote and strengthen the historical profession, and to encourage the pursuit of history by the general public.

Section 1.03. *Principal Office.* The address of the principal office of the Association shall be that of the Treasurer of the Association.

Section 1.04. *Fiscal Year.* The Fiscal Year of the Association shall coincide with the calendar year.

Article 2

Membership and Dues

Section 2.01. *Membership.* Membership is open to anyone interested in supporting the purposes of the Association. A person desiring membership in the Association may join by completing a membership form and paying membership dues. A person shall cease to be a member for failure to pay dues. Membership may be terminated by the Board for activities judged harmful to the purposes of the Association. The membership year shall coincide with the calendar year.

Section 2.02. *Dues.* The fee for dues shall be set from time to time by vote of the membership at the annual meeting.

Article 3

Meetings

Section 3.01. *Meetings.* The annual business meeting of the Association shall be held in the first quarter of each year at a location and time determined by the Board. The Board shall determine the nature and schedule of all meetings and conferences sponsored by the Association.

Article 4

Officers of the Association

Section 4.01. *Officers.* The officers of the Association shall be elected by the membership at the annual business meeting. The officers consist of a President, a Vice President, a Secretary, a Treasurer, and the Immediate Past President. The officers may, at the call of the President, constitute themselves as an Executive Committee and exercise all the powers of the Board during the intervals between meetings of the Board.

Section 4.02. *Terms.* The President shall serve for a term of one year, or until her or his successor assumes office, and shall not be eligible to succeed herself or himself. The Vice President, unless she or he becomes unavailable for the office, shall succeed to the office of President. The Vice President shall serve for a term of one year. The Immediate Past President shall serve for a term of one year. The Secretary and Treasurer shall be elected for terms of three years each and shall serve no more than two consecutive terms.

Section 4.03. *President.* The President shall exercise general supervision over the affairs of the Association and shall preside at all meetings of the Association and the Board, unless this duty is delegated by the President or, in the incapacity or absence of the President, by the Vice President or another officer. The President shall discharge all duties that devolve upon a presiding officer. He or she shall be an ex officio member of all committees of the Association.

Section 4.04. *Vice President.* The Vice President/President-Elect shall perform all duties incumbent on the President during the absence or disability of the President. In the case of the unavailability of the Vice President, the powers and duties of the President shall be assumed by the Secretary, until such time as the Board shall appoint an Interim President to complete the unexpired presidential term. The Vice President shall work with the Thornbrough Lecture sponsor to bring a speaker to the host institution in October.

Section 4.05. *Secretary.* The Secretary shall keep an accurate record of minutes of all duly constituted meetings of the membership, the Executive Committee, and the Board, and shall fulfill all duties that naturally and usually fall to the Secretary. The Secretary shall maintain the active files of the Association and pass them on to the next Secretary in a timely fashion. The Secretary shall also serve as the Membership Secretary and maintain the membership list, mailing list, and collect dues.

Section 4.06. *Treasurer.* The Treasurer shall have custody of all Association funds and shall keep or cause to be kept full and accurate accounts of all receipts and disbursements. The Treasurer shall deposit all money in such depository as may be designated for that purpose by the Council. The Treasurer shall furnish at meetings, or provide upon reasonable notice by any member, a statement of the financial condition of the Association that shall include detailed expense reports including when and to whom payments have been made. The Treasurer shall prepare and timely file on behalf of the Association any reports and returns as may be required from time to time to maintain the Association in good standing under federal and state laws.

Article 5

Committees

Section 5.01. The Board may from time to time create and dissolve standing and ad hoc committees.

Section 5.02. *Standing Committees.* The President of the Association, in consultation with other officers, shall appoint chairs of standing committees. The President in consultation with the chairs shall appoint members of the standing committees. The service of chairs and members shall be limited to two consecutive terms of two years each.

Section 5.03. *Ad hoc Committees.* The President of the Association, in consultation with other officers, may create ad hoc committees. The duties and length of service of members of such committees shall be determined at the time of formation.

Section 5.04. *Nominating Committee.* A Nominating Committee, appointed annually by the President in consultation with other officers, shall be composed of four members drawn from the Board, one of whom shall be designated by the President as chairperson. The Nominating Committee will meet in the fall of each year. The Nominating Committee will proceed to draw up a slate of officers which will include a Vice President nominee, nominees for the Secretary and Treasurer positions if applicable, and nominees for at-large membership on the Board. The slate will be announced prior to the annual meeting. The slate will be acted upon during the business portion of the annual meeting.

Section 5.05. *History Education Committee.* The Indiana Council for History Education serves as a clearing-house of information and coordinates efforts between higher-education institutions, public history organizations, and K-12 teachers to promote history education in the state. ICHE meets quarterly to further this mission. An IAH member shall serve as chair (or co-chair) of ICHE.

Section 5.06. *Program Committee.* The Program Committee has the responsibility of planning and executing the annual meeting of the Association. The Program Committee will consist of the President, a representative from the host institution, and at least three volunteers from the Board.

Section 5.07. *Thornbrough Lecture Committee.* The Thornbrough Lecture Committee will consist of the Vice President, a representative from the host institution, and one other member from the Board. The committee shall meet during the spring to choose a speaker for the fall lecture. The honorarium to be offered to the speaker will be set by the Board prior to the offer.

Article 6

The Board

Section 6.01. *Composition.* The affairs of the Association shall be under the direction of the Board composed as follows: The President, Vice President, Secretary, Treasurer, chairs of Standing Committees, three at-large members, the immediate Past President, and chairs of ad hoc committees if deemed necessary by the President.

Section 6.02. *Responsibilities.* The Board shall meet twice annually. The first meeting will take place immediately following the annual meeting. The second meeting will take place at the time of the Thornbrough Lecture. The Board shall adopt such rules and regulations as it deems necessary for the administration of its functions under these bylaws, including the organization and procedure of the Board and the duties and responsibilities of the Association's elected officers and appointees to committees. The Board, or the Executive Committee, shall approve all expenditures except minor day-to-day expenditures such as postage.

Section 6.03. *Reimbursements.* The Board members may be reimbursed for travel and actual expenses incurred by them attending Board meetings and performing other official duties on behalf of the Association at the direction of the Board.

Section 6.04. *At-Large Members.* The at-large members of the Board shall number three and be drawn from the membership. The service of at-large members shall be limited to two consecutive terms of three years each. At the first election held under these bylaws three at-large members of the Board will be nominated and elected. The three individual elected will draw lots for 1-, 2-, and 3-year terms.

Section 6.05. *Vacancies.* Any member of the Board may resign by notifying the President in writing. Any member of the Board may be removed by a two-thirds vote of the Board. A vacancy in the Board shall be filled by a qualified individual selected by the remaining Board members, if deemed necessary prior to the next election. The President may fill a vacancy temporarily by appointment until the position is filled by the Board. A President's resignation is to be submitted to the Vice President for transmission to the Board.

Article 7

Amendments

Section 7.01. *Amendments.* These bylaws may be amended by the affirmative vote of a simple majority of the members of the Association present at the annual business meeting, provided the amendment(s) has been previously passed by a majority vote of the Board and the membership of the Association has been given an opportunity to read and consider the amendment in advance of the business meeting.

Article 8

Dissolution

Section 8.01. *Dissolution.* In the event of the dissolution of the Association, all its assets remaining, after the payment of all debts and obligations, shall be distributed to such one or more organizations that have purposes and objects similar to those of this Association and are exempt from United States income taxes under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1986, as the Board shall select, and if more than one, in such shares and proportions as determined by the Board.