

Approved by Board on November 16, 2010

MARYLAND ASSOCIATION OF HISTORY MUSUEMS

BYLAWS

ARTICLE 1 – NAME

The name of the organization is the Maryland Association of History Museums (MAHM)

ARTICLE 2- PURPOSE

MAHM is an alliance of public history museums and similar historical organizations that are located in the state of Maryland and its purpose is to advocate for and enhance the professionalism and effectiveness of such entities.

ARTICLE 3 – MEMBERS

Public history museums and similar historical organizations located in the state of Maryland, and individuals associated with such entities, are eligible to join MAHM and become members upon paying their appropriate dues.

ARTICLE 4 - BOARD

Section A – The Board of Trustees (Board) shall consist of no fewer than twelve (12) and no more that (15) members. The property and business of the organization shall be under the control of the Board. The Board is responsible for the prudent governance of the organization in accordance with applicable law and it shall have all the powers and duties conferred by law and by its charter and bylaws.

Section B - The Board shall make every reasonable effort to ensure that Board composition reflects the geographical, institutional and demographic character of its constituencies.

Section C - Board members shall be elected by and from active members of the organization at its Annual meeting. The Nominating Committee of the Board shall prepare a list of candidates for such elections and communicate this list to all members at least 30 days before the Annual Meeting. Additional candidates can placed on the ballot by submission to the Chairman of the Nominating Committee by the 15th day before the Annual Meeting of a petition to nominate signed by at least 10 members in good standing.

Section D – Board members shall serve for a term of 3 years but no Board member who has served for 6 consecutive years is eligible to stand again for election until one year has elapsed from the date of his/her last service.

Section E. - A vacancy on the Board may be filled by an election by the Board to fill the unexpired term.

Section F. - If a Board member fails to attend 3 consecutive meetings the Board may declare his/her position vacant.

ARTICLE 5- OFFICERS

Section A- The officers shall consist of President, Vice President, Secretary and Treasurer.

Section – B – Officers shall be elected annually by the Board at the first meeting after the Annual Meeting. Officers shall be duly elected members of the Board and shall be limited to serving 3 consecutive one-year terms in the same office.

Section C – Officers shall serve until their successors are elected. Vacancies shall be filled by a Board election to fill the unexpired terms.

Section D – The PRESIDENT of the Board presides at all meetings of the Board , sets the agenda for Board Meetings, makes committee appointments and performs the duties incident to the office of President as well duties prescribed by the Board or bylaws.

SECTION E –The VICE PRESIDENT, in the absence or disability of the President, performs the duties incident to the office of president. Other duties may be delegated to the Vice President by the Board.

SECTION F – The SECRETARY shall see that notice is given of all meetings of the Board as well as all other notices that may be required by law or by the bylaws. The Secretary records the minutes of all Board and Executive Committee meetings and retains minutes of such meetings. The Secretary may sign with the President, on behalf of the Board, any contract or agreement authorized by the Board, and performs other duties as may be assigned by the Board.

SECTION G- The TREASURER shall collect and receive all moneys due, shall deposit them in a bank approved by the Board, shall disburse them in accordance with the budget or at the direction of the Board, and shall prepare financial statements for the Board on a regular basis.

ARTICLE 6 – COMMITTEES

Section A – The officers of the Board constitute the Executive Committee. The Executive Committee may act for the Board in emergency situations, when the nature of the business does not warrant a meeting of the full board, and in such

other situations as the Board may direct. The Executive Committee shall report any action taken at the next regular Board meeting.

Section B – The Board, in addition to the committees specified in these bylaws, may create, as it sees fit, such special or standing committees it deems appropriate for conducting the business of the organization. The President, in consultation with the board shall appoint Board members to such committees. At the request of a committee the President may appoint a member of the organization who is not on the Board to serve on a Board committee in order to provide special expertise. Such a special appointee serves at the pleasure of the President.

ARTICLE 7- MEETINGS, NOTICES, QUORUMS

Section A - The Annual meeting shall be held in September at a time and place determined by the Board.

Section B – At least four regular Board meeting shall be held each year by the President. Special meetings of the Board may be called at any time by the President and shall be called when requested in writing by four Board members. Notice of a Board meeting shall be given by mail, phone or e-mail at least 5 days before the meeting. A majority of current Board members participating in the meeting shall constitute a quorum.

Section C- Special meetings of the members may be called the President at any time and shall be called when ten or more members in good standing request such a meeting in writing. Notice of such a meeting must be communicated to members at least 5 days before the meeting. A majority of current members participating in such a meeting shall constitute a quorum.

Section D- Except for the Annual Meeting, a meeting may be conducted by any means that allows members to communicate with one another as a group.

ARTICLE 8 - AMENDMENTS

These bylaws may be amended by affirmative vote of two thirds of current Board members attending the regular or special Board meeting at which this subject is addressed, provided a statement of the proposed amendment(s) is communicate to Board members at least 10 days before said meeting.