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Constitution and By-Laws

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CONSTITUTION AND BY-LAWS,

WITH LIST OF MEMBERS.

NAME OF THE SOCIETY.

The society shall be known as the Nebraska State Historical Society.

OBJECTS OF THE SOCIETY.

1. The general object of this society shall be to encourage historical research and enquiry, spread historical information, especially within the state of Nebraska, and to embrace alike aboriginal and modern history.

2. The particular objects of this society shall be: *First*, The establishment of a library of books and publications appropriate to such an institution, with convenient works of reference, and also a cabinet of antiquities, relics, etc.; *Second*, The collection into a safe and permanent depository, of manuscripts, documents, papers, and tracts possessing historical value and worthy of preservation; *Third*, To encourage investigation of aboriginal remains, and more particularly to provide for the complete and scientific exploration and survey of such aboriginal monuments as exist within the limits of this state.

OFFICERS.

1. The regular officers of this society shall consist of a president, two vice-presidents, a treasurer, corresponding secretary, and a recording secretary.

2. All the above named officers shall be chosen by ballot at the annual meeting of the society, and hold their respective offices until their successors shall be duly elected and qualified.

3. Vacancies occurring from any cause in any of the regular offices of the society shall be filled by ballot at any regular meeting, notice of such election to be given by the recording secretary in calling the meeting at which such election shall take place.

MEMBERSHIP.

The membership of this society shall be composed of three classes, viz.: Active, corresponding, and honorary.

ACTIVE MEMBERS.

To be an active member of this society the member must be a resident of the state of Nebraska. The active members shall exclusively conduct its affairs, elect its officers, admit its members, and fill its offices. They shall pay an admission fee of three dollars, and an annual assessment of two dollars, as long as they continue members.

CORRESPONDING AND HONORARY MEMBERS.

1. The admission of corresponding and honorary members shall be regulated by the by-laws.

2. Such members shall have the right of attendance at any of the society's meetings, and of participating in any scientific or historical discussions, but they shall not vote nor hold any regular office in the same, and they shall be exempt from all charges, fees, and assessments.

FORFEITURE OF MEMBERSHIP.

1. Failure to pay the regular assessment before the succeeding annual meeting shall entail forfeiture, unless the member is absent from the state and has not been duly notified by the society.

2. Conduct unsatisfactory to the members, and by them deemed incompatible with membership, shall work a forfeiture. The mode of enquiry and proceedings therein to be prescribed by the by-laws.

MEETINGS OF THE SOCIETY.

1. The annual meeting for the election of officers shall be held on the second Tuesday of January in each year. Quarterly meetings may be held at such dates in April, July, and October, and at such places as may be agreed upon and directed.

2. All regular and special meetings of society shall be held at such time and places, and be conducted by such rules and order of business as shall be determined in the by-laws.

QUORUM.

Five active members shall constitute a quorum at any meeting except at the annual meeting for the election of officers, when the required number shall be at least ten active members.

SPECIAL MEETINGS.

Special meetings may be called under the direction of the president, or in case of his absence, by one of the vice-presidents, for the dispatch of extraordinary business, of which seasonable written or printed notice shall be given to all the active members; *Provided, however,* That the spirit of this constitution and the by-laws of the society shall in no case be violated by the transactions of such meeting.

MANUSCRIPTS, CORRESPONDENCE, ETC.

All manuscripts, correspondence, and unpublished papers deposited with this society shall be forever held by them in trust for the public benefit, and shall remain in possession of the society, unless otherwise directed by the donors, or those having legal control of the same. Copies of the same shall never be taken or removed out of the society's immediate custody, without express permission from the society, previously asked and obtained.

SEAL AND DIPLOMA.

This society shall have a seal, bearing such emblems, devices, or mottoes as shall be agreed upon by the members. A suitable form of diploma or certificate of membership shall be furnished by the secretary, duly executed by the president, secretary, and treasurer, with the seal of the society attached thereto.

OFFICERS AND THEIR DUTIES.

The President. It shall be the duty of the president to preside at all meetings of the society, and to conduct its proceedings in conformity to its constitution and by-laws; *Provided, however,* That it may be at his discretion, and when present, to call any member temporarily to the chair. He shall also deliver an appropriate address at the close of his term of office.

The Vice-Presidents. It shall be the duty of the vice-presidents, in the order of their election, to perform the duties of the president in his absence.

Treasurer. The treasurer shall collect and have charge of the funds and securities of the society. He shall pay no moneys, except by a vote of the society, or by order of the board of directors. He shall keep regular and faithful accounts in proper books of the society of all moneys and securities of the society that may come into his hands, and of all receipts and expenditures connected with the same, and shall present a full and accurate report thereof to the society at their annual meeting. His accounts shall always be open to the inspection of the board of directors, and he shall make a written quarterly statement to said board of the amount then in the treasury. He shall deposit all sums of money received or collected by him for the society in some banking house in the city of Lincoln, in the name of the society, as soon as he shall have in his hands or under his control the sum of at least \$25, and shall not draw out the same or any part thereof, except for payments duly authorized, and then only by his official check countersigned by the president or one of the vice-presidents, or chairman of directors. A copy of this article shall be left at the place of deposit, and the signatures of the officers for countersigning, and of the treasurer, shall be always kept there. Whenever there shall be any occasion for the services of the treasurer, and the same cannot be had in convenient time, then any two of the board of directors may perform such duties with like effect and validity as if performed by the treasurer. He shall purchase a blank book at the expense of the society, which shall be regarded as official and the property of the society, and in which he shall enter every and all acts of his official doings, with their respective dates and balances struck at the time reports are made to the society, showing the statements to be exact copies of his cash book account. The treasurer shall be required to give bonds with security, to be approved by the society, for the faithful performance of the duties of his office. The amount of said bond shall be determined by a vote of the society before the annual election of officers, and be increased from time to time as occasion may require.

1. *Recording Secretary.* The recording secretary shall keep a record of all the society's meetings, which record shall be duly signed

and certified by him and read at the opening of the succeeding meeting for information and revision. He shall have charge of the seal, charter, certificates, constitution, and records of the society.

2. He shall also duly notify in print or writing, in conformity to the constitution and by-laws, the several active members of all meetings, and also all new members of their election.

3. All written communications relating to the society and its operations, which may be received or made by him in the interval of the society's meetings, shall be duly preserved by him, and deposited with the society's collections, and a report of the same shall be made by him to the members at the next meeting.

4. He shall have charge of the library and cabinet, including all manuscripts, papers, and documents in the society's possession, and do his utmost to increase the society's historical and biographical treasures.

5. He shall prepare a suitable catalogue of the same and have all papers and manuscripts properly numbered, filed, or arranged for security and convenient reference.

6. He shall keep an account of all books taken from the library by the members or any person specially authorized so to do by the society, and by whom taken, and mark their return.

7. He shall in no case allow manuscripts to be taken from his possession, or copies of the same to be made, or articles to be removed from the cabinet, without express permission from the society previously asked and obtained.

8. He shall also keep a record of all donations, in a book specially set apart for that purpose, giving date of donations, how received, name of donor, where residing, full description of books, pictures, manuscripts, tracts, antiquities, or relics presented, how said donations were disposed of by the society, and when acknowledgment was made to donor; where donation is to be found, how endorsed, numbered, and filed.

9. It shall also be his duty to provide for the full security of all books and collections belonging to the society, by reporting, as occasion may require, their condition, and recommend such steps as he shall judge necessary for their perfect preservation, and make an annual report in writing to the society of all donations and general condition of cabinet and library.

10. He shall perform all other duties specially required of him by the constitution and by-laws.

11. In case of the absence of the secretary, a secretary *pro tempore* shall be appointed by the presiding officer.

1. *Corresponding Secretary.* To the corresponding secretary shall properly belong the charge of all communications and correspondence, not otherwise provided for, between this and other societies or individuals, relating to the objects or operations of this society.

2. He shall make report at the regular meetings of the society of all communications received or written by him, which shall be duly filed and deposited in the collections of the society.

UNION OF OFFICERS IN THE SAME INDIVIDUAL.

The offices of treasurer, recording secretary, and corresponding secretary, or any of them, may be conferred on the same individual, when in the judgment of the society the same shall be deemed expedient.

STANDING COMMITTEES AND THEIR DUTIES.

Committees on Business. There shall be appointed by the president at the annual meeting, standing committees of business, to be composed of three members each, on the following subjects, namely:

1. *A Committee of Publication.* To select and prepare all articles, papers, or essays proposed for publication by the society, and with its approval to superintend the printing thereof.

2. *A Committee on the Library and Cabinet.* To counsel and assist the secretary in enlarging and preserving the society's collections, and also to prepare and recommend such regulations for the use of the same as shall be judged necessary, to be approved by the society.

3. *A Committee on Membership.*

REMOVAL FROM OFFICE.

Any officer of this society, or member of a standing committee may be removed from office by a vote of a majority of members present at any meeting; *Provided*, That ten active members be present, and the party moved against be notified for two months next previous, if in the state of Nebraska.

INITIATION FEE AND ANNUAL ASSESSMENT.

Every active member shall pay an initiation fee of \$3, and an annual assessment of \$2 to the treasurer within three months after the annual meeting, or incur an additional charge of twenty cents per month, as fine for not paying within the time specified.

REVISION OF THE LIST OF MEMBERS.

A revision of the list of members of this society shall be made at the annual meeting of the society for choice of officers, at which time shall be erased or discontinued the names of such members as by virtue of the society's constitution or by-laws shall have ceased to be entitled to membership therein.

CORRESPONDING MEMBERS.

Any person may be admitted as a corresponding member of this society by the vote of two-thirds of the members present at any meeting, provided that the candidate shall have been duly nominated at the preceding regular meeting, and the nomination regularly referred and considered by the committee on membership.

HONORARY MEMBERSHIP.

Honorary members may be chosen by vote at any regular meeting, the nomination having been made and referred at the regular meeting previously held.

REMOVAL OF MEMBERS.

In all cases of complaint against *any* member for misdemeanor, or conduct incompatible with membership, the party complained of shall be served by the secretary with a copy of the specific charges preferred against him; he shall also notify him to appear before the committee on membership at a certain place and time therein specified, to show cause why he should not be dismissed from membership of the society. The decision of the committee on membership shall be sent to the defendant by the secretary.

ALTERATION IN THE CONSTITUTION.

This constitution may be altered by the vote of a majority of the members present at any regular meeting, provided that ten of the members shall be present; *And provided further*, That any proposed alteration or amendment shall have been submitted at the second regular meeting next previously held, and read publicly at the last previous meeting to the one at which the vote shall be taken.

BY-LAWS.

1. The regular meetings of the society shall be held at such a place as the officers may select, on or near the second Tuesdays of January, April, July, and October, the hour to be designated by the secretary in the notice of the meeting.

NOTICES.

2. Written or printed notice of each meeting shall be given by the secretary to the active members not less than three days next before such meeting shall be held, either through the post-office, or by leaving the same at their usual place of abode, or by publication in at least one of the daily newspapers published in the city of Lincoln.

ADJOURNMENTS.

3. Any meeting of this society may be adjourned, whether a quorum be present or not, to such time as the majority of the members present shall determine; *Provided, however*, That notice of that adjournment shall be given by the secretary to the members, as aforesaid in section two.

ELECTION OF CORRESPONDING AND HONORARY MEMBERS.

4. At any regular meeting of the society, a quorum being present, any member may propose others for corresponding or honorary membership; if seconded by two additional members, a vote shall be taken and a majority of two-thirds of the members present shall constitute an election.

NEW MEMBERS.

5. After the publication of this constitution all new members shall be elected by ballot, a majority of three-fourths of the members—a quorum being present—shall constitute an election. And no one shall be deemed an active member until he has signed the register of members, or accepted his election as a member in writing.

ORDER OF BUSINESS.

1. The president shall preside at all meetings, but in case of his absence, one of the vice-presidents shall take his place; and should both the president and vice-presidents be absent, a *president pro tempore* may be elected by a majority of the members present.

2. Upon being called to order and duly organized, the proceedings of the society at its regular meetings shall be as follows:

First. The record of the proceedings held at the previous meeting shall be read.

Second. This shall be followed by reports from the recording secretary, the librarian, and the corresponding secretary.

Third. Reports from standing and special committees shall be next in order.

Fourth. The secretary shall then call the roll of active members in alphabetical order, affording an opportunity to each member to communicate any information, or propose any measure of interest to the society. All such communications must be put in writing and become the property of the society.

Fifth. At any special meeting called for extraordinary business, of which the members shall be notified in the calls to the meeting, the order of proceeding at the regular meeting provided for in the preceding section (2), may be for the time being suspended or modified as shall be determined by a majority of the members present, but no other business shall be transacted besides that notified in the call, except such as may belong to the ordinary transactions of the society.

NOMINATION OF SPECIAL COMMITTEES.

All special committees shall be nominated by the presiding officer of the society for their approval unless their election shall be otherwise provided for by the express vote of a majority of the members present.

RULES OF ORDER.

The rules of order in this society at its meetings, unless otherwise specified in its by-laws, shall be those of Cushing's Manual.

OFFICERS, 1885.

ROBT. W. FURNAS, President.
J. M. WOOLWORTH, First Vice-President.
E. S. DUNDY, Second " "
W. W. WILSON, Treasurer.
GEO. E. HOWARD, Recording Secretary.
CLARA B. COLBY, Corresponding Secretary.

BOARD OF DIRECTORS.

SILAS GARBER, J. STERLING MORTON,
IRVING J. MANATT, LORENZO CROUNSE,
H. T. CLARKE.

LIST OF ACTIVE MEMBERS.

William Adair, Dakota	E. N. Grenell, Ft. Calhoun.
J. T. Allan, Omaha.	Rev. Wm. Hamilton, Omaha
Samuel Aughey, Lincoln.	Mission.
Chas E. Bessey, Lincoln.	Chris. Hartman, Omaha.
John S. Bowen, Blair.	H. W. Hardy, Lincoln.
William R. Bowen, Omaha.	A. G. Hastings, Lincoln.
J. C. Brodfehrer, Dakota City.	F. J. Hendershot, Hebron.
D. Brooks, Omaha.	John Heth, Omaha.
J. H. Brown, Lincoln.	C. W. Hiatt, Lincoln.
J. J. Budd, Omaha.	G. E. Howard, Lincoln.
David Butler, Pawnee City.	A. Humphrey, Lincoln.
John Cadman, Lincoln.	W. W. W. Jones, Lincoln.
Howard W. Caldwell, Lincoln.	A. D. Jones, Omaha.
A. L. Child, Kansas City, Mo.	H. S. Kaley,* Red Cloud.
Geo. E. Church, California.	T. P. Kennard, Lincoln.
H. T. Clarke.	L. A. Kent, Minden.
Mrs. C. B. Colby, Beatrice.	J. W. Love, Plattsmouth.
Hiram Craig, Blair.	J. H. MacMurphy, Grand Island.
Lorenzo Crounse, Ft. Calhoun.	Irving J. Manatt, Lincoln.
J. H. Croxton, Denver.	H. P. Mathewson, Lincoln.
J. B. Dinsmore, Sutton	J. L. McConnell, Lincoln.
Geo. W. Doane, Omaha.	J. D. McFarland, Lincoln.
E. S. Dundy, Omaha.	George L. Miller, Omaha.
W. H. Eller, Blair.	J. Sterling Morton, Nebraska City.
L. B. Fifield, Baltimore, Md.	O. A. Mullon, Lincoln.
S. A. Fulton, Falls City.	Theron Nye, Fremont.
R. W. Furnas, Brownville.	Geo. Osborne, Oakland.
S. B. Galey, California.	S. G. Owen, Lincoln.
Silas Garber, Red Cloud.	D. B. Perry, Crete.
C. H. Gere, Lincoln.	Geo. W. Post, York.
William Gilmore, Plattsmouth.	Edson Rich, Lincoln.
J. Q. Goss, Bellevue.	H. H. Shedd, Ashland.

*Dead

L. B. W. Shryock, Beatrice.
E. Shugart, Beatrice.
I. W. Small, Fairfield.
Moses Stocking, * Wahoo.
J. M. Taggart, Palmyra.
S. R. Thompson, Pennsylvania.
V. Vifquain, Lincoln.
C. H. Walker, Butler county.

J. L. Webster, Omaha.
C. O. Whedon, Lincoln.
D. H. Wheeler, Omaha.
R. H. Wilber, Omaha.
C. D. Wilber, Wilber.
O. T. B. Williams, Seward.
W. W. Wilson, Lincoln.
J. M. Woolworth, Omaha.

* Dead.