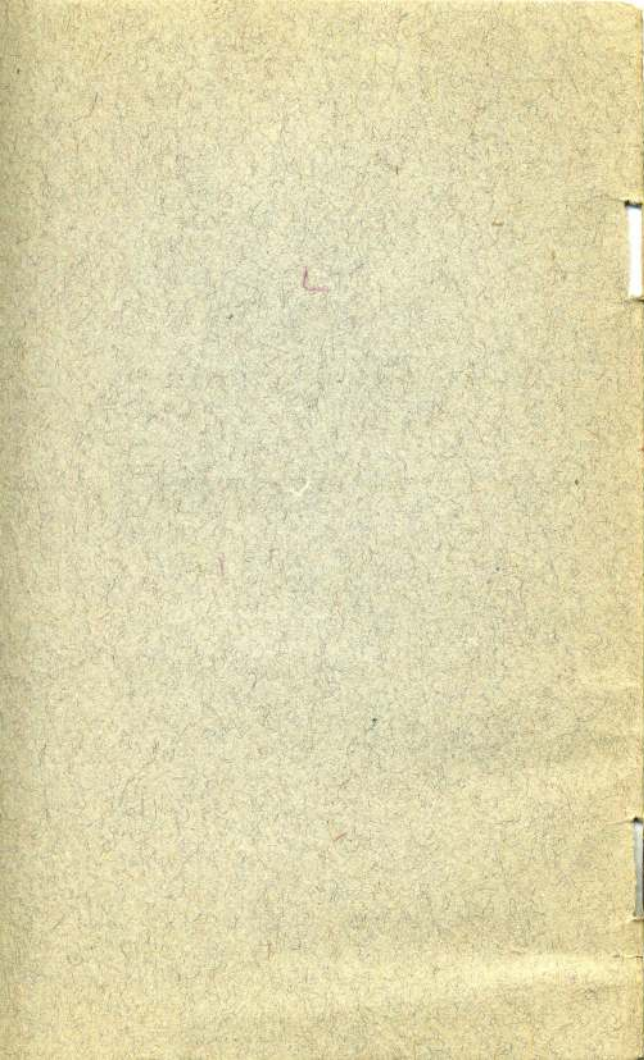


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**CONSTITUTION AND BY-LAWS**  
**OF**  
**Woman's Kanawha Literary Club**  
**CHARLESTON-ON-KANAWHA**  
**WEST VA.**

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**Organized Eighteen Hundred and Ninety-Six**



**CONSTITUTION AND BY-LAWS**  
**OF**  
**Woman's Kanawha Literary Club**  
**CHARLESTON-ON-KANAWHA**  
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## PREAMBLE.

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We, the undersigned, do declare ourselves an association for mutual improvement, and for enlarging our fund of general intelligence, in the pursuit of which we desire to exhibit a due consideration for the opinions and feelings of others, to maintain a perfect command of temper in all our intercourse, to seek for truth in all our exercises, and have adopted for our government the following Constitution :

## CONSTITUTION.

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### ARTICLE 1.

This Club shall be called "The Woman's Kanawha Literary Club," and shall be composed exclusively of women.

### ARTICLE 2.

The officers of the Club shall be a President, Vice President and Secretary, who shall be elected annually by the members thereof, at such time and place and in such manner as may be prescribed by the Club.

### ARTICLE 3.

The President shall preside at all meetings, and in her absence, or inability to serve, the Vice President shall act in her stead.

### ARTICLE 4.

Section 1. The Secretary shall keep in a well bound book a minute of the proceedings of each meeting, and a record of

all by-laws, rules and regulations that may be adopted by the Club.

She shall also keep all accounts, papers, and matters pertaining to the business of the Club.

Sec. 2. The Secretary shall be *ex-officio* Treasurer.

#### ARTICLE 5.

Section 1. Such persons as shall adopt this Constitution by signing their names thereto, shall be members of the Club, who shall be authorized to organize the Club, by electing the officers thereof.

Sec. 2. After the first meeting and organization, no person shall be admitted as a member except by a unanimous vote of the members of the Club present at the time the application for admission shall be acted on.

#### ARTICLE 6

Nine members of the Club shall constitute a quorum for the transaction of business.

## ARTICLE 7.

The Constitution and By-Laws may be amended by a two-thirds vote of all members present at any regular or special meeting of this Club, notice to amend having been given at a previous meeting, and every member apprised of the intention to amend.

## BY-LAWS.

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### ARTICLE 1.

Section 1. The regular meetings of this Club shall be held every alternate Tuesday, beginning not later than the first Tuesday in October, and continuing not later than the last Tuesday in May.

Sec. 2. Two special business meetings shall be held during the year, one for selection of program at the last meeting in January, and one for election of officers two meetings previous to the last regular meeting of the Club—each meeting to be held either immediately preceding or immediately following the regular program for that day.

Sec. 3. One social meeting shall be held during the year, on the evening of the Tuesday following the last regular meeting of the Club. This date subject to change at the discretion of the Club.



Sec. 4. Other special meetings may be called by the President at any time when necessary.

#### ARTICLE 2.

A Program Committee shall be appointed by the President at the business meeting in January.

#### ARTICLE 3.

##### ELECTION OF OFFICERS.

Sec. 1. Each member shall have the privilege of nominating by ballot the officers for the ensuing year. The Secretary shall collect the ballots, and with another member, shall go over them and copy the names of the nominees for President. If one name alone occurs seven or more times, that person shall be voted upon by acclamation. If two names occur seven times each, all the members shall ballot for the election. If no name occurs as often as seven times, the highest two, or if a tie, the highest three, shall be voted on by ballot, and the election of the one receiving the greatest number of votes shall

be made unanimous by acclamation. The other officers shall be elected in like manner.

Sec. 2. No officer shall serve on a committee, and no person shall serve on more than one committee during the year.

#### ARTICLE 4.

##### ADMISSION OF MEMBERS.

Section 1. No woman having once been elected and having declined, shall be voted on again unless she herself shall request it.

Sec. 2. Names of candidates for membership may be proposed at any regular meeting of the Club, a vacancy having occurred.

Sec. 3. Names of new members shall be proposed at one meeting, and due notice having been given all available members, voted on by ballot at the next meeting.

Sec. 4. A name to be proposed shall be written and shall have the signature of

the proposing member, followed by the signature of two other members. These four names shall be read by the Secretary, and the proposed name shall be voted on at the next regular meeting of the Club, as directed in Article 4, Section 3.

Sec. 5. Only one candidate shall be proposed by a member during one year.

Sec. 6. It shall be the duty of the member who is appointed to notify a successful candidate of her election to membership, to present her with a copy of the Constitution and By-Laws, in order that she may make herself familiar with the same before her formal acceptance.

#### ARTICLE 5.

Section 1. It shall be the duty of each member to do the work assigned her by the Program Committee.

Sec. 2. A member who wishes to resign temporarily may, at her own request, upon resignation, be placed on a waiting list.

Sec. 3. A member who has resigned in

accordance with Section 2, Article 5, shall, upon her written notification to the President of her readiness to return, be re-instated to membership without re-election, a vacancy having occurred.

Sec. 4. A member who cannot perform active duty may, at the discretion of the Club, be made an associate member.

Sec. 5. An associate member may again become an active member upon her written notification to the President of her readiness to return, and be accorded the first vacancy without re-election.

Sec. 6. Three consecutive absences without valid excuse for same, shall be equivalent to a resignation.

Sec. 7. Any woman having lost her membership, shall be restored only through the regular form of admission.

Sec. 8. The membership of this Club shall be limited to twenty active members.

## ARTICLE 6.

Section 1. Members may invite to meet

with the Club persons who are staying in the house in which the meeting is being held.

Sec. 2. Deliberations of the meetings of this Club shall be governed by Roberts' Rules of Order.

