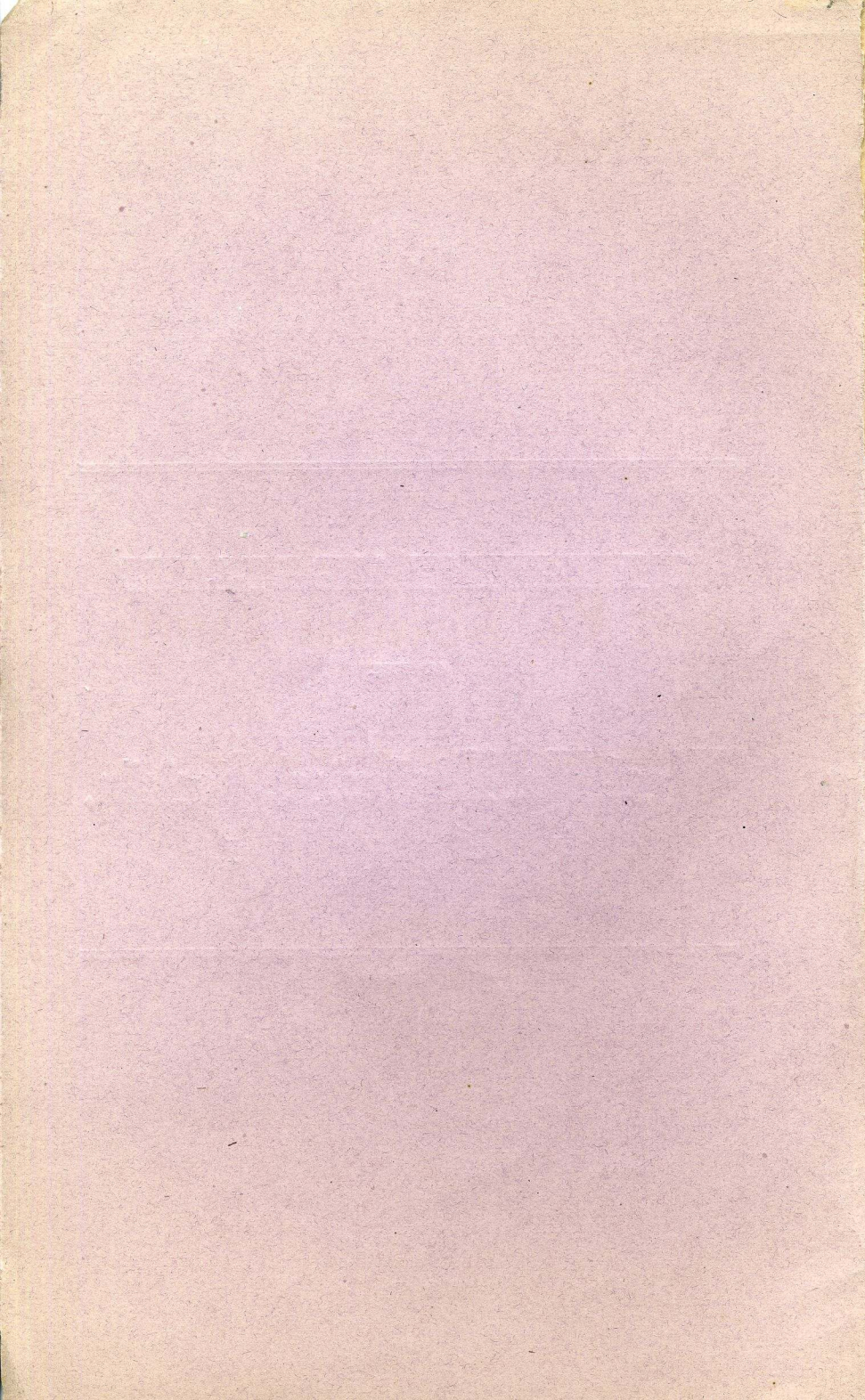

CONSTITUTION AND BY-LAWS

OF THE

West Va. Historical Society.



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ORGANIZED DECEMBER 30, 1869.



MORGANTOWN:
MORGAN & HOFFMAN, PRINTERS.
1870.

Officers of the Society.

THOMAS H. LOGAN, President.

VICE PRESIDENTS:

- | | |
|-----------------------|---------------------|
| 1. DAVID H. STROTHER, | 3. W. K. PENDLETON, |
| 2. G. D. CAMDEN, | 4. LEWIS RUFFNER, |
| 5. JOEL McPHERSON. | |

CHESTER D. HUBBARD, TREASURER.

JOHN J. STEVENSON, CURATOR.

JOHN J. BROWN, RECORDING SECRETARY.

S. G. STEVENS, CORRESPONDING SECRETARY.

EXECUTIVE COMMITTEE:

FRANCIS H. PIERPOINT,	ALEXANDER MARTIN,
JOSEPH T. HOKE,	HUGH W. BROCK,
J. LOOMIS GOULD,	R. L. BERKSHIRE,
A. E. SUMMERS,	WILLIAM A. HANWAY,
F. S. LYON.	

CONSTITUTION.

I. The name of this Society is "The West Virginia Historical Society."

II. The object of the Society is to discover, procure and preserve whatever relates to the natural, civil, literary and ecclesiastical history of the United States in general, and of the State of West Virginia in particular.

III. The Society shall consist of Resident, Associate, Corresponding and Honorary members. Resident members shall be persons residing within the State of West Virginia. Corresponding, Associate and Honorary members shall be persons residing elsewhere. At no time shall there be more than sixty Corresponding, or more than thirty Honorary members. Resident members upon removing outside the limits of this State, shall become Associate members; and no others shall be eligible to such membership.

IV. The officers of this Society are a President, first, second, third, fourth and fifth Vice Presidents, a Treasurer, Curator, Recording Secretary, Corresponding Secretary, and an Executive Committee of nine.

V. The duties of the several officers are such as are customarily assigned to such officers, and are defined in the By-Laws.

VI. Resident members shall pay on their admission two dollars, and one dollar annually thereafter. The payment of twenty dollars at any one time shall constitute a life member, and exempt the individual so paying, from all future annual payments; and every person who shall have regularly paid the annual fees and dues for twenty consecutive years, shall thereafter be a life member. But should any Resident member, other than a life member, fail to pay the said annual fees and dues for three years, or at any time refuse to pay the same, he shall forfeit all the privileges of membership, and his name shall be erased from the list of members. No fees or dues shall be required of Associate, Corresponding, or Honorary members.

VII. The meetings of the Society shall be held at such times and places as the By-Laws shall prescribe.

VIII. The Library and the Cabinet of the Society shall be located in the town of Morgantown, in the county of Monongalia, in the building of the State University at that place.

IX. All members shall be elected by ballot, if demanded by three members.

X. Any amendments to this Constitution may be made by a two-thirds vote of those present at a regular meeting of the Society; *Provided*, That after the regular June meeting held in 1872, amendments proposed to the Constitution shall be reduced to writing and entered on the Journal of the Society at the last preceding regular meeting.

BY-LAWS.

I. There shall be two regular meetings of the Society annually, one of which shall be held in Morgantown on the third Wednesday of June, and the other, at the place where the legislature of the State shall hold its sessions, or at such other place as the Society shall determine. The time also at which the last named meetings shall be held is to be determined by the Society, at all of which meetings addresses shall be delivered, or historical papers read before the Society, by persons appointed by the Executive Committee. At the meeting in June the Annual Reports shall be read, and the election of officers for the ensuing year take place. In addition to the two regular meetings, the Society may hold adjourned meetings for the transaction of business,—not oftener than once a month,—and special meetings may be called by the President, or one of the Vice Presidents, upon the written request of five members.

II. Nine members shall constitute a quorum for the transaction of business, excepting when any amendment to the Constitution or By-Laws is to be acted upon, when twenty-five must be present.

III. The President, or in his absence, one of the Vice Presidents, or in their absence, a chairman *pro tempore*, shall preside at all meetings of the Society, and shall have a casting vote. He shall preserve order, and shall decide all questions of order, subject to an appeal to the Society. He shall also appoint all committees authorized by the Society, unless otherwise specially ordered.

IV. The Recording Secretary shall have charge of the

Constitution, By-Laws, and Records of the Society. He shall keep a fair and accurate record of the proceedings of the Society in a book to be provided for the purpose, and give notice to the several officers and to the Executive and Special Committees, of all votes, orders, resolves, and proceedings of the Society affecting them or appertaining to their respective duties. He shall give notice of the time and place of all meetings of the Society, by advertisement two weeks previously in two newspapers printed at the place where the meeting is to be held, and in Wheeling, but where special meetings are called, three weeks notice shall be given, when practicable.

V. The Corresponding Secretary shall have the custody of all letters and communications to the Society, excepting papers read or addresses delivered before the same, which shall be deposited in the Library unless otherwise ordered. He shall, at every meeting, read such letters and communications as he may have received, and shall prepare all letters connected with the business or objects of the Society—excepting such for the preparation of which a special committee may be appointed. He shall notify all members of their election, and of such other matters as he shall deem necessary or be directed to communicate; and shall keep in books to be provided for the purpose, true copies of all letters written on behalf of the Society. He shall carefully preserve the originals of all letters and other communications he may receive, and from time to time deposit the same in the archives of the Society.

VI. The Treasurer shall collect and keep the funds and securities of the Society. Out of these funds he shall pay such sums only as shall be ordered by the Society, or by the Executive Committee. He shall keep a true account of his receipts and payments, and, at each annual meeting render the same to the Society, when a committee shall be ap-

pointed to audit his accounts. He shall give bond in such sum, not less than one thousand dollars, as may be directed by the Executive Committee, and he shall receive a commission of two per cent. on all moneys disbursed by him.

VII. If from the annual report of the Treasurer there shall appear to be a balance against the Treasury, no appropriation of money shall be made for any object but the necessary current expenses of the Society, until such balance shall be paid.

VIII. The Curator shall have the charge and superintendence of the Library, and the care and arrangement of the books, manuscripts, and other articles belonging to the Society. He shall cause to be prepared and kept, a proper catalogue and list of the same. He shall acknowledge the receipt of donations to the Society in his department. He shall expend in the purchase of books and other articles, and for their safe keeping and preservation, with the approbation of the Executive Committee, such sums of money as shall from time to time be appropriated for that purpose, and report thereon to the Society. He shall, at least once in each year, render his accounts for such purchases and expenditures, to the Treasurer for settlement, and shall further make to the Society, at each annual meeting, a full report on the condition and progress of the Library and collections. He shall have power to employ, at a salary to be fixed by the Executive Committee, an Assistant Librarian, who shall be under his direction, and perform such duties as he may assign; and who, during the hours at which the Library is open, shall be always present.

IX. For all donations, of whatsoever kind, the thanks of the Society shall be transmitted to the donors, the particulars to be entered in a book to be kept for the purpose, and a report thereof made to the Society at each meeting.

X. It shall be the duty of the Executive Committee to solicit and receive donations for the Society; to recommend plans for promoting its objects, and prepare business; and to authorize the disbursement and expenditure of unappropriated moneys in the hands of the Treasurer, for the payment of salaries and other current expenses. They shall, in connection with the Curator, have charge of the arrangement and regulation of the Library and collections, and shall have authority at any time to examine into the state of the finances; as also generally to superintend the interests of the Society. They shall execute all such duties as may from time to time be committed to them, and make a report of their proceedings to the Society at each June meeting. They shall choose their own Chairman and Secretary at their first meeting after their election, and the Chairman shall be authorized to call meetings of the Committee whenever it may be thought advisable; at which five members shall constitute a quorum for the transaction of business. They shall keep a true record of their proceedings, to be submitted to the inspection of the Society, at its regular meeting.

XI. At the regular meetings of the Society the following shall be the Order of Business:

1. The reading of the minutes of the last meeting.
2. Reports and communications from officers of the Society.
3. Reports of the Executive Committee.
4. Reports of Special Committees.
5. Election of members previously proposed.
6. Nominations of new members.
7. Papers read and Addresses delivered before the Society.
8. Miscellaneous business.

XII. These By-Laws may be amended at any regular meeting by the vote of a majority of the members present.

