

BYLAWS

THE FEDERATION OF MISSISSIPPI HISTORICAL SOCIETIES

ARTICLE I – NAME

The name of the organization shall be The Federation of Mississippi Historical Societies, hereinafter referred to as The Federation. It shall be an operating division of the Mississippi Historical Society, a non-profit organization, with tax-exempt status from the Internal Revenue Service.

ARTICLE II – OBJECTIVES

The objectives of The Federation shall be to:

1. Preserve Mississippi history by unifying local historical societies throughout the state and fostering a climate of cooperation between them and the Mississippi Department of Archives and History.
2. Stimulate the activities of the local organizations, enhance and enrich their knowledge of Mississippi history, and inform them of activities of mutual interest.
3. Function as a liaison mechanism to exchange information and assist in the development of effective programs at the local level.
4. Assist and counsel local organizations concerning the availability, criteria, and requirements in applying for existing state historical grants and any that may be placed into law in the future by the Mississippi legislature.
5. Assist local organizations in educating local government officials in all aspects of the Local Government Records Law, *Laws of Mississippi, 1996*, and in developing accessible and approved archives and repositories for local government records.
6. Encourage and assist local organizations to:
 - A. Develop local history collections that shall include artifacts, and copies of photographs, books, newspapers, church records, private papers, monographs, letters, county architectural surveys, or any portion thereof.
 - B. Care for its collections by using proper archival materials and standards.
 - C. Disseminate historical information by publishing historical material in newspapers and other publications.

- D. Promote reformatting of county and city records for easy access by the general public.
 - E. Plan and develop exhibits and programs that reflect the history of the area.
 - F. Inventory cemeteries and make inventory records available for research and assist in maintaining grave markers.
 - G. Collect, preserve, and index past and current newspaper and obituary clippings.
 - H. Develop primary source packets to be used in teaching local and regional history in the area schools.
 - I. Promote the preservation of the local area's significant cultural resources.
 - J. Maintain historical markers and propose future markers.
7. Publish and distribute a periodic newsletter, *Local History*.

ARTICLE III -- MEMBERSHIP AND DUES

Membership in The Federation shall be open to any historically oriented non-profit organization operating within the State of Mississippi. Each member-group may send one or more of its members to each meeting of The Federation. However, each member-group shall have only one vote.

The Federation's Advisory Committee shall set the annual membership dues. The Federation's fiscal year shall be January 1 through December 31.

Financial reporting for The Federation is maintained by the Mississippi Historical Society.

ARTICLE IV -- GOVERNING BODY

Section 1—Advisory Committee. The governing body of the Federation shall be called the Advisory Committee. It shall consist of:

1. Twelve persons drawn from organizations within the State of Mississippi; and
2. The following non-voting, ex-officio members or their respective designee:
 - A. Director of the Mississippi Department of Archives and History
 - B. President of the Mississippi Historical Society
 - C. Director of the Mississippi Library Commission

The Advisory Committee shall make a reasonable effort to ensure that the Committee's composition reflects the geographical character of The Federation's membership

Section 2—Officers. Officers of the Advisory Committee shall be a:

1. Chairman
2. Vice-Chairman
3. Secretary—The office of Secretary shall be assumed by the Mississippi Department of Archives and History's liaison assigned to The Federation.

Section 3—Terms of Office.

1. Officers shall serve for a two-year term. They will be eligible for re-election until their Committee term has expired.
2. Advisory Committee members shall serve three-year terms, with the exception of the permanent ex-officio members. No member shall remain on the Committee for more than two consecutive terms. Members will be eligible for reelection following a one-year absence from the Advisory Committee. There will be an annual election cycle to fill the positions of those members rotating off of the committee.

Section 4—Nominating Committee. The Chairman shall appoint a nominating committee annually consisting of two persons from the membership and chaired by a member of the Advisory Committee. Every two years the committee shall select a slate of new officers from the current Advisory Committee with the exception of members who are serving their sixth year. Annually, the committee shall nominate new members for the positions being vacated.

Additional nominations will be taken from the floor at the annual meeting prior to the election.

ARTICLE V – DUTIES OF OFFICERS

Section 1—Chairman: The Chairman shall:

1. Conduct all meetings.
2. Call and set the agenda for the annual Advisory Committee planning meeting.
3. Appoint the Nominating Committee.
4. Have the authority to temporarily appoint an officer to fill an unexpired term until such time as the Advisory Committee can be poled.
5. Have the authority to appoint subcommittees within the membership or Advisory Committee, which are necessary to accomplish the work of The Federation.
6. Coordinate the work of The Federation with the assigned liaison of the Mississippi Department of Archives and History.

Section 2—Vice-Chairman: The Vice-Chairman shall assist the Chairman and execute the duties of the Chairman, when the Chairman is unable to serve.

Section 3—Secretary: The Secretary shall:

1. Keep minutes of each Advisory Committee meeting and each annual meeting.
2. Handle mailings and arrangements for all meetings.
3. Maintain current mailing lists of Federation members, Advisory Committee members, and officers.
4. Develop and maintain accurate and current directories of all organizations dedicated to the preservation and interpretation of any aspect of Mississippi's heritage.
5. Perform other duties necessary to coordinating activities of The Federation.

ARTICLE V – MEETINGS

Section 1—Advisory Board Meetings. The Chairman shall call at least one meeting of the Advisory Committee each year to conduct Federation affairs and discuss and prepare for the annual meeting. Other meetings may be called by the Chairman or by written request of three members of the Committee.

Section 2—Annual Federation Meeting. The annual meeting of The Federation shall be held in conjunction with that of the Mississippi Historical Society. A planned workshop shall be held in conjunction with the annual meeting. Additional workshops may be planned throughout the year if so desired.

Section 3—Meeting Notices. Written notice of all annual and special meetings shall be sent at least fifteen days prior to the meeting.

Section 4—Quorums.

1. **Annual Meeting:** Ten percent (10%) of the current membership of The Federation shall constitute a quorum.
2. **Advisory Committee:** Seven members shall constitute a quorum.

Section 5—Meeting Procedure. Robert's Rules of Order shall be the parliamentary authority at all membership and Advisory Committee meetings, unless the bylaws direct otherwise.

ARTICLE VI – AMENDMENTS TO BYLAWS

These bylaws may be amended by a majority of the member-organizations, each with one vote, present at the annual meeting or any special meeting of The Federation, provided notice of the proposed amendment and its text has been given in the call for the meeting.

These revisions were presented to and approved by the Advisory Committee at its meeting on October 16, 2004.

Final revisions were presented to and approved at the March 4, 2005, annual meeting of the Federation.