

AMERICAN HISTORICAL SOCIETY OF GERMANS FROM RUSSIA
OREGON CHAPTER
BYLAWS

ARTICLE I NAME

The name of this organization shall be "OREGON CHAPTER OF AMERICAN HISTORICAL SOCIETY OF GERMANS FROM RUSSIA," hereinafter referred to as "CHAPTER."

ARTICLE II MEMBERSHIP

1. The "AMERICAN HISTORICAL SOCIETY OF GERMANS FROM RUSSIA (INTERNATIONAL)" is hereinafter referred to as "AHSGR."
2. Membership in AHSGR shall be individual or family.
3. Membership in the Chapter is not contingent on membership in AHSGR, but is strongly encouraged.
4. Membership shall not be limited to individuals of our heritage. Any individual, institution, or corporation interested in our objectives shall be welcome to our chapter.

ARTICLE III DUES

1. The fiscal year of Chapter shall be January 1 through December 31 of each calendar year.
2. Chapter dues shall be established by the Board of Directors and ratified by the membership at large.

ARTICLE IV PURPOSE

Chapter is affiliated with AHSGR and is to support and assist AHSGR in the accomplishment of its goals and objectives, which are:

1. To do historical research including the collection of oral history regarding the migration of our forefathers from Germany to Russia and from Russia to North and South America.
2. To pursue the adequate recording of all information regarding any historical findings in order to preserve factual history of our rich heritage for future generations.
3. To stimulate interest among students, faculty and personnel in schools, colleges and universities to pursue study and research regarding our heritage.
4. To tell the story of our heritage regarding religious faiths, folklore, culture and achievements of members of our heritage in literature, the professions, science, industry, the arts, business and all skills.
5. To collect materials and artifacts of interest to students and members of our heritage and AHSGR.

ARTICLE V MEETINGS

A minimum of four (4) regular meetings of Chapter shall be held annually, the time, date and place to be determined by the Board of Directors of the chapter.

1. The October meeting shall be designated as the annual election meeting.
 - a. Notice of the annual meeting of the "Chapter" shall be included in the "Newsletter" immediately preceding the October meeting.
 - b. The "September/October Newsletter" shall be mailed (given) to each member (in good standing) prior to the meeting date.
 - c. In the event a "Newsletter" is not published, a special notice of the annual meeting shall be sent to members in good standing 30 days prior to the annual meeting.
2. The purpose of Chapter meetings shall be for:
 - a. the transaction of Chapter business,
 - b. to foster the aims and goals of AHSGR,
 - c. social contact of those interested in the Germans from Russia.
 - d. Special meetings of Chapter may be called by the President or by three (3) members of the Board of Directors by giving at least ten

- (10) days written notice to the members of Chapter stating the purpose of the meeting.
 - e. Special meetings can only deal with issues set out in the special meeting notice.
3. The management of meetings shall be directed by these bylaws and/or Robert's Rules of Order.
- a. Issues not covered by these documents, but requiring action by Chapter, shall be decided by majority vote of those members present and voting, blank ballots shall not be counted.

ARTICLE VI BOARD OF DIRECTORS

The Board of Directors shall be comprised of the elected officers: President, Vice-President, Secretary, Treasurer, and four (4) elected Directors at Large.

1. Duties and Power
 - a. Shall be responsible for the control and management of the affairs, property and interest of the Chapter.
 - b. Shall make recommendations and suggestions for programs of the Chapter.
 - c. The Board of Directors may create and appoint committee membership to assist in the conduct of Chapter affairs.
2. Quorum
 - a. A quorum shall be a majority of the Board of Directors, currently sitting (filled positions) and;
 - b. actions of the Board of Directors shall be taken after a majority vote of those present and voting.
3. Vacancies
 - a. If a vacancy is determined to exist, that position may be filled at the next/special meeting of the Board of Directors following the vacancy.
 - b. A vacancy on the Board of Directors shall be filled from the general membership.

- c. The selection of the replacement, for the unexpired term, shall be completed by a majority vote of the Board of Directors and by agreement of the person selected to serve.

4. **Absence From Meetings**

A member of the Board of Directors who is absent from three (3) Board of Directors meetings, without explanation, and who is not in the meantime rendering a service to the Chapter, may in the opinion of the Board of Directors be regarded as having resigned from the Board of Directors.

ARTICLE VII OFFICERS

1. All officers/officer candidates shall be members in good standing of the Chapter.
2. Officers shall be elected by a majority vote of those members present and voting at the annual meeting of the Chapter (currently October).
3. Officers shall serve for a two (2) year term.
4. The officers of the Chapter shall be:

a. President

1. Be the chief executive officer of Chapter and, subject to the direction of the Board of Directors, shall have general charge of the business affairs.
2. Preside at all meetings of Chapter and of the Board of Directors
3. Report annually to the membership and AHSGR (Lincoln) on the activities and achievements of the Chapter.
4. Appoint committee chair or delegates not otherwise provided for.

b. Vice-President

1. Shall exercise all the functions of the President in his/her absence or disability.
 - a. Exercise the powers and be subject to all the restrictions placed upon the President.
2. If the office of President becomes vacant, the Vice-President shall assume such office for the unexpired term.

c. Secretary

1. Shall record all proceedings of the meetings of the Chapter and the Board of Directors.
2. Shall produce a written record of the "minutes" and submit those minutes for acceptance/correction/rejection by the Board of Directors.
3. Shall perform all duties related to the office of Secretary.
4. Shall assist the President in determining protocol by having available a copy of the most current bylaws and Robert's Rules of Order, Revised.

d. Treasurer

1. Shall be custodian of all funds of Chapter.
2. Shall collect all dues and pay all authorized bills
3. Keep or cause to be kept, all the books of account of all business and transaction of Chapter.
4. Provide to the President, to the Board of Directors, and to the members a statement of the financial condition of Chapter and all transactions as Treasurer, when that information is asked for at a meeting or approved by the President.
5. Will maintain an up-to-date and accurate record of all members.
6. Perform all duties related to the office of Treasurer.

e. National Board of Directors Member

1. Shall be non-voting *ex-officio* Chapter Board Member.
2. An Oregon Chapter member, elected and installed as a member of the National Board of Directors of the AHSGR may be requested to represent the chapter at all National Board meetings.

ARTICLE VIII DIRECTORS

At least four (4) members in good standing shall be elected as **Directors**, from the general membership, to join the elected officers in making up the Board of Directors.

1. Each Director shall be elected on receiving the vote of a majority of members present and entitled to vote at the annual meeting of Chapter.
2. Each Director shall serve for a two (2) year term and shall hold office until the annual meeting of Chapter or until his successor is elected and installed.
3. Each Director shall:
 - a. Assist the President in carrying out the various functions of Chapter whenever needed, including the planning of Chapter programs.
 - b. Serve as a member of the Nominating Committee.
 - c. Assist at Chapter meetings by welcoming those in attendance, getting acquainted and ensuring the needs of a successful meeting are met.

ARTICLE IX COMMITTEES (AS NEEDED)

1. **Membership Committee** members will be encouraged to seek out, encourage and enlist interested persons to become active members.
2. **Program Committee** members will arrange appropriate programs for meetings. Emphasis is to be placed on ethnic history, youth participation and traditions common to our ancestry.
3. **Ways and Means Committee** members will provide direction, means and/or projects that are conducive to augmenting the Chapter's income.
4. **Sunshine Committee** members will take charge of ensuring cards or notes are sent to members of Chapter who are ill and/or whose family members may be deceased.

5. **Genealogy Committee** will collect genealogies of our people, and on request will assist members of Chapter in compiling histories and family trees. They will maintain a source of documents and the locations of information regarding our ancestral background.
6. **Hospitality Committee** will coordinate potluck and refreshments for the chapter and board meetings.
7. **Historian/Librarian** will facilitate the collection and preservation of data coming into our possession relating to the history of our ancestors, to include but not be limited to, pictures, stories, employment, type of job held and when/if practical the names, date and places. When practical the historian/librarian will keep current records, photographs and history of the chapter to document the status of the chapter.
8. Special committees may be drafted as necessity arises. When the objective of the special committee has been achieved the committee shall automatically be discontinued.

ARTICLE X ELECTIONS

All Board of Directors shall be elected through the electoral process of the chapter.

1. The four (4) elected Directors shall constitute the Nominating Committee.
 - a. The Nominating Committee shall prepare a prospective slate of officers and directors for the general membership to consider during the annual membership meeting/election in October.
 - b. The Nominating Committee will have received the agreement of those on the prospective slate to serve if elected to an office of Officer or Director.
 - c. The Nominating Committee shall ensure the members to be considered for elected office are members in good standing with the chapter.
2. Those newly elected officers and/or Directors will be installed in office during the December meeting of the general membership.

ARTICLE XI PARLIAMENTARY AUTHORITY

Robert's Rules of Order shall govern the proceedings of Chapter in all matters not expressly provided for in the Bylaws.

ARTICLE XII AMENDMENTS

1. Any member desiring a change or addition to these Bylaws shall present their request to the Board of Directors in writing.
 - a. The Board of Directors will consider and act upon such written request within sixty (60) days following receipt of the formal written request.
2. These Bylaws may be amended at any meeting of the Board of Directors provided:
 - a. A quorum is present at the Board of Directors meeting,
 - b. that the proposed amendment has been submitted at least sixty (60) days prior to the meeting date,
 - c. that the proposed amendment has received discussion and consideration by the Board of Directors,
 - d. that each Board of Directors member has received the notice of amendment vote at least thirty (30) days before the vote is to be taken,
 - e. that the amendment receives a two-thirds (2/3) vote of those board members present and voting.

ARTICLE XIII REIMBURSEMENT FOR EXPENSE

1. An expense incurred of less than \$25 shall be paid with the approval of the President and/or the Treasurer.
2. An expense incurred of more than \$25 but less than \$200 shall be paid with the approval of the President, the Treasurer and at least two (2) members of the Board of Directors.
3. An expense that is anticipated to exceed \$200 for a specific function shall be approved by a majority vote of the Board of Directors before

the event. As examples of, but not limited to, are a spring dance, picnic, Christmas program, fund raiser, etc.

Adopted by the Board of Directors of Oregon Chapter AHSGR October 21, 2023.