

# Montgomery County Chapter

Ohio Genealogical Society



## Constitution and Standing Rules

Last Update: 8 Jun 2024

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# Mission, Vision & Purpose

## **Mission Statement**

To attract, welcome, inspire, educate, and support a diverse community of family historians.

To preserve records for the benefit of future generations.

## **Vision Statement**

To become a prominent and diverse community of family historians based in Montgomery County, Ohio.

## **Purposes of the Society**

To foster an interest in all the peoples who contributed in any way, however, great or small, in establishing and perpetuating the State of Ohio.

To search for the reasons and forces behind the migrations of the early settlers into this state.

To preserve and safeguard manuscripts, books, relics, and memoranda relating to the early settlers of Ohio.

To secure and hold copyrights and plates of books, periodicals, tracts, and pamphlets of genealogical and historical interest to the people of Ohio.

To publish, print, buy, sell, and circulate literature relative to the purposes and acquisitions of the Society, its records, and discoveries, to promote genealogical and historical research, and to aid in publication, dissemination, preservation, and safeguarding of genealogical and other manuscripts pertaining to Ohio, including biography, family, and local history, for carrying on the work of education and for educational purposes.

To receive and hold gifts and devices of real and personal estate from any source for the benefit of such association, and to dispose of real estate not needed, and to use solely for the purposes of the Society any funds derived therefrom or from gifts generally, and to do all things incident to the perpetuation of the purposes of the association, and generally to exercise the powers legally and properly requisite thereto.

All the foregoing is for carrying on the work of the Society for educational purposes and to operate solely for educational purposes as provided in Section 501 (c) (3) of Internal Revenue code of 1954.

In the event of dissolution, funds of this Society shall be distributed to an organization or organization exempt under Section 01 (c) (3) of Internal Revenue Code.











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## Standing Rules

The Standing Rules of The Montgomery County Chapter, Inc. of the Ohio Genealogical Society, as adopted by the General Membership on June 8, 2024.

1. Membership fees are due annually on the first day of January. A Single Membership is \$17.00. A Family Membership (two or more persons in the same household) is \$22.00. A Sustaining Membership is \$25.00. A student (up to age 22) Membership is \$5.00. An Honorary Life Membership, owing no dues, may, by recommendation of the Executive Board and approval of the General membership, be conferred upon any member who has given exceptional service to the Chapter. Each member has one vote.
2. New members shall be given a Welcome letter, which includes information about accessing the Chapter's website.
3. Anyone joining in October shall have membership through December of the following calendar year.
4. Any Chapter member elected to the office of President shall for his/her term of office receive a membership to the Ohio Genealogical Society, paid for by the Chapter.
5. The Chapter shall publish a monthly electronic newsletter called *Family Tree*. Copies of the newsletters will be available for all members on the Chapter's website.
6. The fiscal year shall be from January 1 to December 31, inclusive.
7. Regular meetings will be held the 2nd Saturday of each month with the exception of special events at a regularly scheduled time established by the Executive Board. Meetings may occur in-person and/or virtually. The meeting location for in-person meetings will be determined by the Executive Board. If there should be any change in the meeting place or time, such change will be included in the *Family Tree* Newsletter and on the Chapter's website.
8. The Standing Committees, in addition to those mentioned in the Constitution are Cemetery, Greeter, Historian, Lineage Societies, Newsletter, Procedure Manual, Product Sales, Publicity, Refreshments, Seminar, and Website.
9. No member may commit the Chapter in any way by statement, action, or any other manner without first getting the approval of the Executive Board.



10. Written and computer material published/produced by the Chapter shall, when advisable, be registered for copyright and include the International Standard Book Number.
11. The Corresponding Secretary shall send a card of sympathy to the family on the death of a member.
12. A gift of \$100.00 or more shall be given to the Dayton Metro Library annually, to be used for the purchase of genealogical materials. This gift may be given as a memorial of a deceased member.
13. The Executive Board may approve bills totaling \$25.00 over budget. Any amount greater must be approved by the General Membership.
14. The Finance Committee report shall be written in the Treasurer's book and be presented to both the Executive Board and the General Membership.
15. All monies of the Chapter shall be kept on deposit in one or more banking institutions approved by the Executive Board. The Finance Committee, with the approval of the Executive Board shall appoint four people who will have the authorization to access the accounts.
16. Chapter members may register with the Chapter as a Researcher and will be listed on the website.
17. There will be a \$12.00 fee (per page, per issue) for an advertisement placed in the *Family Tree* newsletter for workshops, seminars, businesses, etc. not sponsored by the Chapter. There will be no charge for a short announcement of an event listing date, time, place, sponsor, and topic. There will be no charge for queries published in the newsletter or on the website.
18. A monthly rental fee of \$20.00 will be paid to the person who houses the Chapter copying machine. Said person will furnish evidence of insurance coverage of the copier.
19. Any member of the Montgomery County Chapter may apply for membership in First Families and/or Settlers & Builders of Montgomery County by submitting a completed application, the applicable documentation, and an application fee of \$15 to the Lineage Societies Committee. The application fee is non-refundable.

20. There shall be a Procedure Manual to describe the current duties and responsibilities of the elected officers and the committee chairmen. The Procedure Manual Committee shall review the manual as needed and submit to the Executive Board for their approval at least once every three years a written report on any proposed changes and additions, including any resultant changes to either the Chapter Constitution or Standing Rules. The Committee will furnish a revised copy of the Procedure Manual to each member of the incoming Executive Board.
21. The Finance Committee shall submit a proposed budget to the Executive Board no later than their December meeting and a copy to the General Membership by newsletter in January. The vote shall be held at the General Membership meeting in January. The budget shall be adopted by a majority vote.
22. The Finance Committee may meet again in July to compare the budget to the actual receipts and expenses as shown in the Treasurer's semiannual report. Any recommended amendments to the budget may be adopted by a majority vote of the general membership.
23. All officers and chairmen who have budget items should keep their own records that show the total amount they are allowed and a running total after each expense.