

F
616
.I67
no. 5
1906

Organization Of
County Historical Societies

Iowa State Historical Society

Iowa
906
I09

Iowa

906

109

pam.

Iowa. State historical society
Organization of county histor-
ical societies

TRAVELING LIBRARY

OF THE STATE OF IOWA

To communities, and schools, books for reloaning are loaned for a three month's period. To individuals and to clubs for study use, books are loaned for two to four weeks.

Borrowers are requested to return the books as soon as the need for them is passed, and *always* when books are due. Where books are re-loaned, fines may be charged by the *local* library and *retained* when the books are returned.

DAMAGES. The pages of these books must not be marked and librarians are required to note the condition of books when loaned to borrowers and when returned by such borrowers and to report damages beyond reasonable wear to the State Traveling Library.

THE STATE HISTORICAL SOCIETY OF IOWA
BULLETIN OF INFORMATION No. 5 APRIL 1906

ORGANIZATION
OF
COUNTY HISTORICAL SOCIETIES

TRAVELING LIBRARY
STATE OF IOWA



THE STATE HISTORICAL SOCIETY OF IOWA
IOWA CITY IOWA APRIL 1906

257430410AY
LIBRARY

Top
906
paper

and always when books are
books are re-loaned, fines may be charged
by the local library and retained when the

ORGANIZATION OF COUNTY HISTORICAL SOCIETIES

The county historical societies which are being organized in Iowa promise to become the most important local centers of historical interest and activity in the State. Indeed, the salvation of local history must in a large measure depend upon such local organized efforts. Extensive as are the collections and comprehensive as are the publications of The State Historical Society, they can never adequately cover or exploit the whole field of local history.

To collect and preserve the materials of local history; to secure and publish the recollections and reminiscences of those who have taken part in or who have been witnesses of the growth of local communities; to see that the public archives of the counties, towns, and villages are properly cared for; to ascertain and mark historic sites and places; and to kindle and keep alive an interest in State and local history,—these are the aims and purposes of county historical societies.

The following is a list of county historical societies already organized in this State:—

The Lucas County Historical Society, organized in 1901, with headquarters at Chariton, Iowa.

The Decatur County Historical Society, organized in 1901, with headquarters at Lamoni, Iowa.

The Madison County Historical Society, organized in 1904, with headquarters at Winterset, Iowa.

The Linn County Historical Society, organized in 1904, with headquarters at Cedar Rapids, Iowa.

The Jackson County Historical Society, organized in 1904, with headquarters at Maquoketa, Iowa.

The Washington County Historical Society, organized in 1905, with headquarters at Washington, Iowa.

4 Organization of County Historical Societies

The Poweshiek County Historical Society, organized in 1905, with headquarters at Grinnell, Iowa.

With a view of being helpful to county historical societies, The State Historical Society of Iowa has made it possible for them to become auxiliary members of the State Society with the right to be represented at the annual business meeting which is held at Iowa City. Furthermore, The State Historical Society of Iowa has, in response to inquiries, issued *Bulletin of Information No. 3*, containing "Suggestions to Public Libraries and Local Historical Societies Relative to Collecting and Preserving Materials of Local History," and *Bulletin of Information No. 4*, containing "Suggestions to Local Historians in Iowa."

In response to inquiries concerning the form of organization, the following are given as typical constitutions and by-laws of county historical societies:—

CONSTITUTION AND BY-LAWS OF THE HISTORICAL SOCIETY OF LINN COUNTY

CONSTITUTION

ARTICLE I—NAME

The name of this Society shall be Historical Society of Linn County, Iowa. And the Society shall be located at Cedar Rapids, Iowa.

ARTICLE II—OBJECTS

The Society is organized for the purpose of discovery, collection and preservation of books, pamphlets, maps, genealogies, portraits, paintings, relics, manuscripts, letters, journals, surveys, field-books, any and all articles and materials which may establish or illustrate the history of Linn County, Iowa, or other portions of the State or adjoining States, and the publication of such historical matter as the Society may authorize.

ARTICLE III—MEMBERSHIP

Any person may become a member of this Society upon election by a majority vote at any meeting thereof and upon the payment of an

entrance fee of two dollars, which shall be in payment of dues to the first day of the following January. Membership in this Society may be retained after the first year upon the payment of two dollars annually, payable January 1st.

This Society shall have the power of conferring honorary or life membership in its discretion, by a vote of two-thirds of the members present at any meeting called for that purpose.

ARTICLE IV—OFFICERS

SECTION 1. The officers of this Society shall be a President, Vice President, Secretary, Treasurer, Curator, and a Board of Directors.

The Board of Directors shall consist of the foregoing officers and four additional members of the Society.

SECTION 2. The officers and directors shall be elected by ballot at the annual meeting of the Society.

ARTICLE V—BOARD OF DIRECTORS AND STANDING COMMITTEES

SECTION 1. The affairs of the Society shall be managed by the Board of Directors, subject to the provisions of the Constitution and By-laws.

All appropriations of the funds of the Society shall be made by the Board of Directors.

SECTION 2. The Society may provide for such standing committees as may be deemed necessary, and assign them such duties as may be expedient.

ARTICLE VI—MEETINGS OF THE SOCIETY

SECTION 1. The annual meeting of this Society shall be held the third Tuesday in March of each year.

SECTION 2. Special meetings may be held at the call of the President and Secretary.

SECTION 3. Five members shall constitute a quorum for the transaction of business.

SECTION 4. No indebtedness shall be incurred by the Board of Directors in excess of the amount of funds in the hands of the Treasurer, not already appropriated, unless by the direction of a

6 Organization of County Historical Societies

majority of the Society at a stated meeting, of which there shall have been due notice to all members.

ARTICLE VII—AMENDMENTS

The Constitution may be amended by a majority vote of the members present at any stated meeting, provided a written notice of such amendment shall have been given at least thirty (30) days previous to such meeting.

BY-LAWS

ARTICLE I—DUTIES OF OFFICERS

The duties of the officers shall be such as indicated by their titles and as may be provided by the Constitution and By-laws.

ARTICLE II—SECRETARY

SECTION 1. The Secretary shall keep a record book in which shall be transcribed the Constitution and By-laws of the Society, and the records of the proceedings of all meetings of the Society, and all other matter of which a record shall be ordered by the Society.

CURATOR

SECTION 2. The Curator shall list, file and preserve the original of all letters, papers, addresses and other material proper to be preserved, and shall have the care and charge of all books, papers, records, writings and relics, or other collections of this Society; he shall make a catalogue of all such documents, papers, relics and collections as shall come into his hands; he shall be held responsible to the Society for the care and safe custody of all its said properties, and under no circumstances shall any person, whether officer or member, be suffered or permitted to take from such place or places, as shall be hereafter designated by the Society as its repository, any item or article of its property of whatever kind or nature, except by resolution of the Board of Directors.

At each stated meeting of the Society the Curator shall report in writing a list of books, papers, relics, etc., that have been acquired by the Society since the last stated meeting, and a list of such books, relics, etc., that may have been lost since the last stated meeting, with such information as he may have concerning the same.

Organization of County Historical Societies

7

TREASURER

SECTION 3. The Treasurer shall collect and safely keep all the funds belonging to the Society and disburse the same only on order of the Board of Directors, and he shall make a full report of the financial condition of the Society at each annual meeting.

DUTIES OF DIRECTORS

SECTION 4. The directors shall consider and determine what books, papers, records, writings, relics and other historical material shall be purchased for the Society.

The Board of Directors shall have general management of the affairs of the Society.

At any meeting of the Board of Directors five members shall constitute a quorum to transact business.

The President of this Society shall be ex-officio chairman of the Board of Directors and meetings of the Board shall be held subject to his call.

ARTICLE III—ORDER OF BUSINESS

At each meeting of the Society or Board the order of business shall be as follows:

1. Reading of minutes.
2. Presentation of petitions, letters and memorials or papers which require action.
3. Nomination and election of officers.
4. Reports of committees and officers.
5. Unfinished business.
6. New business.
7. Delivery of addresses and reading of papers.
8. Adjournment.

ARTICLE IV—AMENDMENTS

The By-laws of this Society may be amended at any time by a majority vote of the members present.

8 Organization of County Historical Societies

CONSTITUTION AND BY-LAWS OF THE LUCAS COUNTY
HISTORICAL SOCIETY

CONSTITUTION

ARTICLE I—NAME

The name of this society shall be The Lucas County Historical Society.

ARTICLE II—OBJECTS

The society is organized for the purpose of collecting and preserving books, papers and records, writings and relics, legal, military and other materials, relating to the history of Lucas County, Iowa, but may include such material as is illustrative of the history of the State and nation.

ARTICLE III—MEMBERSHIP

SECTION 1. Any person residing in Lucas County may become a member of the Society by signing the constitution and by-laws and by payment of the membership fee.

SECTION 2. Any person making an absolute gift to the Society of \$10.00 in money, or of historical matter of the value of \$10.00 in the judgment of the Board of Directors, shall become a life member of the Society.

ARTICLE IV—OFFICERS

SECTION 1. The officers of this Society shall be a President, Vice-President, Secretary, Treasurer, Curator, and a Board of Directors, and a Corresponding Secretary in each township. The Board of Directors shall consist of the President and four members of the Society.

SECTION 2. All elections shall be by ballot unless the rule be suspended by a majority vote.

ARTICLE V—BOARD OF DIRECTORS AND STANDING COMMITTEES

SECTION 1. The affairs of the Society shall be managed by a Board of Directors, subject to the provisions of the constitution and by-laws. And all appropriations of the funds of the Society shall be made by the Board of Directors unless ordered by majority vote of those present at any meeting of the Society.

Organization of County Historical Societies 9

SECTION 2. The Society may provide by its by-laws for such standing committees and their duties as may be deemed necessary.

ARTICLE VI—MEETINGS OF THE SOCIETY

SECTION 1. The annual meeting of this Society shall be held on the second Monday in June of each year, at which time the officers shall be elected and shall hold office until their successors are elected and qualified.

SECTION 2. Special meetings may be held at the call of the President.

SECTION 3. Five members shall constitute a quorum for the transaction of business.

ARTICLE VII—MEMBERSHIP FEES AND ANNUAL DUES

SECTION 1. The membership fee and annual dues shall be as provided by the by-laws.

ARTICLE VIII—AMENDMENTS

The constitution may be amended by a majority vote of the members present at any stated meeting of the Society.

BY-LAWS

ARTICLE I—DUTIES OF OFFICERS

SECTION 1. The duties of the officers shall be such as are indicated by their titles, and as may be provided by the constitution and by-laws.

ARTICLE II—ORDER OF BUSINESS

SECTION 1. At each stated meeting the order of business shall be as follows:

1. Reading of minutes of last meeting.
2. Presentation of petitions, letters, memorials, or other papers, which require action, and may be referred to appropriate committees for report.
3. Nomination and election of officers.
4. Reports of committees and officers.
5. Unfinished business.
6. New business.
7. Delivery of addresses and reading of papers.
8. Adjournment.

10 Organization of County Historical Societies

ARTICLE III—THE SECRETARY

SECTION 1. The Secretary shall keep a book to be called the record and minute book, in which he shall transcribe in order (a) the constitution and by-laws of the Society; (b) the record of his minutes of the proceedings of all meetings of the Society, after approval, and all other matters of which a record shall be ordered by the Society.

SECTION 2. As soon as convenient after he shall have recorded the same he shall turn over to the Curator for listing, filing and preservation, the original of all letters, papers, addresses and other materials proper to be preserved.

ARTICLE IV

SECTION 1. The Curator shall appoint an assistant and he and his assistant shall, under his direction and responsibility, have the care and charge of all books, papers and records, writings and relics of whatsoever kind or character, the property of the Society, which shall be kept as a department of the Free Public Library of Chariton.

SECTION 2. The documents, papers and relics shall be catalogued and arranged after the system in use in said Library.

SECTION 3. The Curator shall be held responsible to the Society for the care and safe custody of all its said properties and under no circumstances shall any person, whether officer or member, be suffered or permitted to take from its place in said Library any item or article of its property of whatever nature or kind.

SECTION 4. At each stated meeting of the Society the Curator shall report in writing the list of books, papers, relics, etc., that shall have been acquired by the Society since the last stated meeting, and a list of all such books, relics, etc., that have been lost since last stated meeting, with such information as he may have concerning the same.

ARTICLE V—TREASURER

SECTION 1. The Treasurer shall collect and safely keep all the funds belonging to the Society, and disburse the same only on the

Organization of County Historical Societies 11

order of the Board of Directors, and he shall make a full report of the financial condition of the Society at each annual meeting.

ARTICLE VI—THE BOARD OF DIRECTORS

SECTION 1. The Board of Directors shall constitute an executive committee, having general management of the affairs of the Society, and shall meet promptly on the first Monday of each month. Three members shall constitute a quorum.

SECTION 2. They shall consider and determine what books, papers, records, writings and relics and other historical materials shall be purchased for the Society, and individually interest themselves, with other members of the Society, in soliciting contributions in money and historical materials within the scope and purposes of the Society.

SECTION 3. No indebtedness of the Society shall be incurred by the Board of Directors in excess of the funds in the hands of the Treasurer not already appropriated unless by the direction of a majority vote of the Society, and before any bill for the purchase of books, papers, relics, records and writings for the Society shall be paid by the Treasurer it shall be signed by the President or Vice President of the Board of Directors.

ARTICLE VII—MEMBERSHIP FEE AND ANNUAL DUES

SECTION 1. The membership fee shall be 50 cents, and the annual dues 50 cents.

ARTICLE VIII—AMENDMENTS

SECTION 1. The by-laws of this Society may be amended at any meeting by a majority vote of the members present.

TRAVELING LIBRARY
STATE OF IOWA

State Library

12

STATE OF IOWA
LIBRARY

DEMCO
LIBRARY SUPPLIES
Madison New Haven
Wis. Conn.

STATE LIBRARY OF IOWA



3 1723 02121 8995