

CONSTITUTION AND BY-LAWS  
OF THE  
MEDFORD HISTORICAL SOCIETY

**CONSTITUTION**

**ARTICLE I**

*Name*

The name of this organization shall be "The Medford Historical Society".

**ARTICLE II**

*Purpose of the Society*

"To collect, preserve and disseminate the local and general history of Medford and the genealogy of Medford families, to make antiquarian collections, collect books of general history, genealogy and biography, and prepare or cause to be prepared from time to time such papers and records relating to these subject as may be of general interest to our citizens."

**ARTICLE III**

*Membership*

Any person may become a member of the Society upon presentation of his or her name, by filing an application with the Secretary and be recommended by a member of the Society, and be accepted by the Executive Board. The first year's dues must accompany the application.

**ARTICLE IV**

*Officers*

SECTION 1. The Officers of this Society shall be a President, two Vice-Presidents, a Recording Secretary, a Corresponding Secretary, a Treasurer and Auditor. The House Manager, Curator, Librarian and five Directors shall be appointed by the President.

SECTION 2. In the event of any office becoming vacant, the Executive Board shall fill by appointment such vacancy until the following election.

SECTION 3. The Officers of the Society shall constitute the Executive Board.

**ARTICLE V**

*Meetings*

SECTION 1. The regular meetings of the Society shall be held monthly from October thru May inclusive at such time and place as the Executive Board may arrange. Fifteen shall constitute a quorum.

SECTION 2. The annual meeting for the election of officers shall be in May.

SECTION 3. A special meeting of the Society or of the Executive Board may be called by the President at any time.

**ARTICLE VI**

*Elections*

SECTION 1. At the March meeting there shall be appointed by the President a nominating committee of three persons.

SECTION 2. At each annual meeting the Nominating Committee shall present a ballot containing a list of officers for the ensuing year. The election shall be decided by a plurality vote. Only those members whose dues are paid may vote. After two years a member may be dropped.

CONSTITUTION AND BY-LAWS  
OF THE  
MEDFORD HISTORICAL SOCIETY

**ARTICLE VII**

*Amendments*

This Constitution may be amended by a two-thirds vote of the members present and voting at any regular meeting of the Society, notice of the Amendment having been given at the previous meeting and printed in the notices of the meeting.

**BY-LAWS**

**ARTICLE I**

*Duties of Officers*

SECTION 1. The President shall preside at all meetings of the Society, and exercise a general supervision of the work.

SECTION 2. The Vice-Presidents, in the absence of the President, shall perform his or her duties,

SECTION 3. The Recording Secretary shall make a report of all meetings of the Society and the Executive Board, and shall have the custody of all record books belonging to the Society.

SECTION 4. The Corresponding Secretary shall notify all members of the meetings, those appointed on Committees or assigned to special work and shall conduct all correspondence of the Society not otherwise provided for.

SECTION 5. The Treasurer shall collect all dues, keep a full and accurate account of all money received, pay all bills incurred by the Society, and make a monthly report at each meeting. It shall also be the responsibility of the Treasurer to send an annual report in May to the Commonwealth of Mass. Secretary's Office, State House, Boston. on the form they supply, paying the filing fee of \$5 per year. This establishes our Incorporation. It shall also be the responsibility of the Treasurer to file with the City of Medford Assessors Office before March first of each year a report on Form 3 ABC, of the Real Estate and income and expenditures of the Society.

**ARTICLE II**

*Dues*

The annual dues shall be \$4 per single person, or \$5 for a family, or \$1 for juniors up to age -16, all payable in January. Life Membership \$25. Due bills shall be sent out in January.

**ARTICLE III**

*Amendments*

These By-Laws may be amended at any regular meeting by a two-thirds vote of members present.  
Committee

MISS BERNICE CUNNINGHAM

MRS. GRACE L. BAIRD

MR. RALPH PEAK

Adopted February 21, 1966