**Bylaws**

**Eliza Martin Family Reunion**

**Article I: Name and Location**

 ***Section 1.*** The body shall be known as the Liza Martin Family Reunion

***Section 2.*** The origin of this reunion is Laurens, South Carolina. There are family members and chapters in other areas around the country where the reunion can be held.

**Article II: Objective**

***Section 1.*** The objective of this reunion is to meet, fellowship, socialize and become acquainted with the descendants of this lineage and their connections.

***Section 2.*** The purpose of this reunion is to reunite family members and to enhance the growth and development of family unity.

**Article III: Mission**

The mission of this reunion is to strengthen the family circle, to become united with one another, to encourage and support each other in our endeavors, and to aid one another in times of crisis and distress. To become united as a family, loving, caring, enjoying and fellowshipping one with another.

**Article IV: Membership**

 The membership of this reunion shall be the children, spouses, grandchildren and connections of the ancestors/branches of this family generation.

**Article V: Chapters**

***Section 1.*** There shall be one group of family members known as chapters established in various states where family members reside and desire to organize as a group to entertain or host the family reunion.

***Section 2.*** For locations where only one (1) family unit resides, that family unit can join with nearby family units to form one (1) chapter.

***Section 3.*** For locations where multiple family units reside, several chapters can be formed out of those family units.

**Article VI: Meetings**

 ***Section 1.*** This reunion will meet for a celebration once every year on the weekends. This would be Friday, Saturday and Sunday for a three-day event during the weekend leading up to the Fourth of July. The celebration will include some form of recreational activity, planned by the host chapter; a period of memory, honoring those family members who have passed away since our last reunion; and end with a form of worship or spiritual devotion.

***Section 2.*** There will be a registration fee assessed by the hosting chapter in accordance with the accommodations and preparations needed to cover the incurred expense of entertaining the reunion in its area, state, or locality.

**Article VII: Officers**

 ***Section 1.*** The body shall hold an election of officers every 3 years during its regular scheduled family reunion banquet meeting. The officers will be as follows: President, Vice President, Secretary and Treasurer.

***Section 2.*** These officers may serve a term of four **(3)** years and may be re-elected to serve no more than 2 years in succession.

***Section 3.*** There shall be officers appointed as follows: Chaplain, Historian, Parliamentarian and Website Master.

***Section 4.*** If an elected official is unable to fulfill the duties or complete his or her term, the President has the authority to appoint a family member in that office until the next schedule election with a majority vote from the board.

**Article VIII: Duties of Elected Officers**

***Section 1.*** *President*  The duty of the President will be to conduct all business meetings for the reunion. The President shall promote pride, dignity, and love for one another among the family. He/she shall preside over all meetings of the reunion. He/she may sign with the Secretary, certificates or other instruments which the organization has authorized to be executed; and in general, perform all the duties pursuant to the office of the President and such other duties as may be prescribed by the organization from time to time.

***Section 2***. *Vice President* The Vice President will fulfill the duties and responsibilities of the President should he/she be absent or unavailable at the time of any regular scheduled meeting of the family reunion.

***Section 3.*** Secretary The Secretary shall attend the meetings of the organization and record the minutes of meetings; see that written notice of meetings are given; keep a register of the addresses of each member and perform all duties pursuant to the office of Secretary and such other duties as may be assigned by the President or organization. The Secretary will keep an accurate record of all proceedings for the reunion and prepare the same for publication. He/she will thus distribute a copy to the President of each local chapter and one to the Master of the Website Page.

***Section 4.*** *Assistant Secretary* Assistant Secretary shall perform all duties and functions of the Secretary in accordance with the bylaws in the absence of the Secretary.

***Section 5****.* *Treasurer*  The Treasurer shall be the principal accounting and financial officer and shall be responsible for the maintenance of all funds for the organization; receive and give receipts of monies due and payable to the organization from any source whatsoever and deposit all such monies in the name of the organization in such banks as shall be selected by the organization. He/she shall render to the members an account of all his/her transactions as Treasurer and perform all the duties pursuant to the office of Treasurer and such duties as may be assigned by the President or organization.

**Article IX: Duties of Appointed Officers**

***Section 1.*** *Chaplain* The Chaplain will take charge of the devotion or lead the body in prayer at all business meetings of the reunion.

***Section 2.*** *Parliamentarian* The Parliamentarian will study Roberts Rules of Order, observe and advise the family in all legal matters and in the conducting of parliamentary procedures.

***Section 3.*** *Historian* The Historian will conduct research, complete information, and record any findings of information that will increase knowledge of the family history and background or of any descendants of or family members.

***Section 4.*** *Webmaster* The Webmaster will manage the website page and provide up to date information. The website page has been designed and must be up and running at all times. It may be viewed at www.lizamartinfamilyreunion.com

**Article X: Recognition**

 Any family member will be recognized for scholastic achievements, attending institutions of higher learning, graduating, job promotion, new marriages, new births, anniversaries, long life, reunion attendance and life achievements.

**Article XI: Business Meetings (What other considerations are needed?)**

**Section 1.** There will be at least one (1) business meeting at every gathering of the family.

**Article XII: Order of Business**

***Section 1.*** Order as follows:

Scripture Secretary Report Treasurer Report Old Business New Business Goals for the future Take nomination and vote on locate of future reunion (s) Reading of prepared minutes for correction Adjournment