

Scriba Historical Society



Chartered 1978

To preserve the cultural and historical records of the early Scriba pioneers and future pioneers.

BYLAWS

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ABSOLUTE CHARTER



SCRIBA HISTORICAL SOCIETY

ABSOLUTE CHARTER

This Instrument Witnesseth That the Board of Regents for and on behalf of the Education Department of the State of New York at their meeting of September 23, 1994,

An application having been made by and on behalf of the trustees of the Scriba Historical Society, for its provisional charter to be extended, and it appearing to the satisfaction of the Regents that the conditions for an absolute charter have been met, it was

Voted, that the provisional charter of the Scriba Historical Society, located in Scriba, county of Oswego, state of New York, which was granted by action of the Board of Regents on January 25, 1978, which provisional charter was extended by Regents action on November 20, 1981 be, and the same hereby is, made absolute.



Granted, September 23, 1994, by the Board of Regents of The University of the State of New York, for and on behalf of the State Education Department, and executed under the seal of said University and recorded as Number 21,708.

A handwritten signature in black ink, appearing to read "James C. ...".
Chancellor

A handwritten signature in black ink, appearing to read "Thomas ...".
President of The University and
Commissioner of Education

PROVISIONAL CHARTER



Provisional Charter

SCRIBA HISTORICAL SOCIETY

THIS INSTRUMENT WITNESSETH That the Regents of The University of the State of New York have granted this provisional charter, valid for a term of 3 years,

1. Incorporating Wayne A. Mosher, Jr., Gene Pieropan, Pat McDougall Pieropan, Grace T. Manwaring and Theresa J. Whitlock, and their associates and successors as an educational corporation under the corporate name of Scriba Historical Society, to be located in the town of Scriba, county of Oswego, State of New York.

2. The purposes for which such corporation is to be formed are:

- a. To preserve the cultural and historical records of the early Scriba pioneers and future pioneers including, but not limited to, early schooling, early industries, cemeteries, burial records, school districting, and craftsmen;
- b. To gather, preserve, display and make available for study artifacts, relics, books, manuscripts, papers, photographs, and other records and materials relating to the history of the State of New York and particularly of the town of Scriba, Oswego County and the surrounding area;
- c. To acquire by purchase, gift, devise, or otherwise, the title to or the custody and control of historic sites and structures, and preserve and maintain such sites and structures.

3. The persons named as incorporators shall constitute the first board of trustees. The board shall have power to adopt by-laws, including therein provisions fixing the method of election and the term of office of trustees, and shall have power also, by vote of two-thirds of all the members of the board of trustees to change the number of trustees to be not more than 25 nor less than 5.

4. The corporation hereby created shall be a nonstock corporation organized and operated exclusively for educational purposes, and no part of its earnings or net income shall inure to the benefit of any individual, and no officer, member or employee of the corporation shall receive or be entitled to receive any pecuniary profit from the operations thereof, except reasonable compensation for services.

5. In the event of the dissolution of Scriba Historical Society, Oswego County Historical Society will be the recipient of its assets.

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6. The principal office of the corporation is to be located in the town of Scriba, county of Oswego, State of New York.

7. The Commissioner of Education is designated as the representative of the corporation upon whom process in any action or proceeding against it may be served.

8. This provisional charter will be made absolute, if, within 3 years, the corporation shall acquire resources and equipment available for its use and support and sufficient and suitable for its chartered purposes in the judgment of the Regents of The University, and be maintaining an institution of educational usefulness and character satisfactory to them. Prior to the expiration of said 3-year period, an application for the renewal of this provisional charter or for an absolute charter will be entertained by the Regents, but, in the event that such application is not made, then at the expiration of said term of 3 years, and upon notice by the Regents, this provisional charter shall terminate and become void and shall be surrendered to the Regents.



Granted January 25, 1978 by the Board of Regents of The University of the State of New York and executed under the seal of said University and recorded as Number 15,573. -

Jan. 1981 - due

Theodore B. Baur
Chancellor

John W. Anshel
President of The University and
Commissioner of Education

BYLAWS OF THE SCRIBA HISTORICAL SOCIETY

ARTICLE 1 NAME

The name of the organization shall be “SCRIBA HISTORICAL SOCIETY”

ARTICLE II PURPOSE

The purpose is “To preserve the cultural and historical records of early Scriba pioneers and future pioneers”.

ARTICLE III MEMBERSHIP

Membership is open to anyone interested in the preservation and promotion of historical information about the Town of Scriba.

ARTICLE IV ORGANIZATION

Election of officers to be held every two years at the annual meeting in August.

Election of Trustees to be held yearly at the annual meeting in August.

Board of Trustees

The Board of Trustees shall have the power to adopt by-laws. Including therein provisions fixing the method of election and the term of office of Trustees, and shall have the power also by two-thirds of all members of the board to change the number of trustees to be not more than 25 nor less than 5.

The Board of Trustees oversees the conduct and execution of the Society’s activities and provides guidance to meet the purpose of the Society.

Full Board

1. The Board of Trustees shall consist of at least 5 members including the officers and elected non-officer members. All members to be of legal age.
2. The Board of Trustees shall meet once a month, minimally, to define and decide policies of the Society.
3. Non-officer Trustees serve a term of 3 years, 1/3rd which are elected annually.

Executive Board

1. Consists of the Officers which serve for 2 years.
2. Meets when the Full Board cannot.
3. Meets when emergency decisions must be made.
4. Chaired by the President.
5. Executive Board decisions should be reviewed at full board meeting.

President

1. The President presides at all meetings of the Society and Board of Trustees.
2. The President reports annually of the activities of the Society to the State Historian and Supervisor of the Town.
3. The President may call special meetings of the Board of Trustees.
4. The President may appoint committee chairs and members if there are no volunteers.
5. The President shall be ex officio member of all committees but shall not be required to attend all meetings.

Vice President

1. The Vice President shall preside at meetings of the SHS in the absence of the President.
2. The Vice President shall perform duties as the President may assign.

Secretary

1. The Secretary shall keep accurate minutes of all meetings and make them available to the officers and members upon requests.
2. The Secretary shall process Society correspondence as may be required, and shall keep any that may require permanent preservation.
3. The Secretary shall send out notices that will contain meeting notices and items of interest to the members as may be directed by the President.
4. In the event that the Secretary is absent at a meeting, the Treasurer will temporarily assume the recording of the minutes.

Treasurer

1. The Treasurer shall maintain accurate records of all monies received and/or disbursed.
2. The Treasurer will co-sign on the check with the President for all disbursements exceeding \$500.00, that have been approved by Trustees and the majority present.
3. The Treasurer will maintain a list of members, their addresses and when dues were paid.
4. In the event that the Treasurer is absent at a meeting, the Secretary will temporarily assume the duties of the Treasurer.
5. An audit of expenditures shall be done every three months.

ARTICLE V REVISING BYLAWS

1. Changes to the Bylaws must be in writing and, if approved by the Board of Trustees, presented to the membership at a regular meeting. A majority vote of the attending membership is required to effect the changes.

ARTICLE VI MEETINGS

1. Monthly Presentation meetings are held the 2nd Tuesday of each month at 6:30 p.m. at the Scriba Municipal Building, unless otherwise noted.
2. Monthly Roundtable Discussions are held the last Friday each month at 1:00 p.m. at the Scriba Municipal Building, unless otherwise noted.
3. The meetings will follow Robert's Rules of Order except where excepted by the Bylaws of the Society.
4. The President may call special meetings of the Officers and/or the Trustees as needed.

ARTICLE VII COMMITTEES

Committee chairpersons are appointed by the President and/or the Board as needed. The chairperson recruits members to fill the committee.

Nominating

1. The Committee will be activated by appointment in July.
2. The Committee shall be comprised of at least three members, one of which is a member of the Board of Trustees.
3. The Committee will prepare a list of at least two individuals eligible to hold office.
4. The list shall be presented at the August annual meeting and candidates will be elected by a majority show of hands vote.

Media

1. The committee shall be comprised of at least three members, one of which is a member of the Board of Trustees.
2. The committee will oversee the up-keep of the presence of SHS on the internet through it's web site, Facebook and other social media outlets with up to date information and design changes.
3. The committee will oversee the designing and dissemination of periodic newsletters, press releases, flyers and other public notices.

Hospitality

1. The hospitality committee shall consist of at least three members, one of which is a member of the Board of Trustees and shall oversee the preparation of refreshments when needed.
2. The committee shall maintain an inventory of supplies required to fulfill events where refreshments are to be available. A yearly report showing the type of items and refreshments to be turned in to the Board.

Historical

1. The committee chair will be known as the SHS Historian.
2. The committee shall be comprised of at least three members.
3. The committee is responsible for the collection and cataloging of historic value information from newspapers, magazines and other information systems.
4. It is recognized that SHS may, through donations or procurement, come into possession of items related to the Town's historical business and as such should be turned to the Town for posterity. SHS may keep a copy for their files, but originals should be forwarded to the Town Historian.
5. Likewise , the Town Historian may come in to possession of items of historical significance, not related to the business of running the Township, and may forward them to SHS with the information from whom and when they were received.
6. This partnership is intended to provide the public with cohesive collections for research and viewing.

Future Trailblazers

1. The committee shall consist of members under the age of 21.
2. The committee will work on submitting subjects and guidance for attracting the "pioneers" of the area.
3. The chair person will be appointed by the President and reviewed yearly for future status of the position.
4. The chair will be designated as a Special Assistant to the Board and Members of the Scriba Historical Society.

Ad hoc committees to be added as needed by the Board and/or the President.

ARTICLE VIII DUES

1. Dues are received for the period of January 1st to December 31st.
2. Schedule of Dues is found under Addendum, attached to this document.
3. Dues to be reviewed at least every two years and adjusted when necessary to meet the needs of the SHS.

ARTICLE IX VACANCIES

1. In the event of a vacancy of an elected officer, a replacement is to be appointed by the President.
2. In the event of a vacancy of a Trustee, a replacement requires a 2/3rd majority of the Board of Trustees to confirm.

ADDENDUM

Dues schedule beginning January 2026

MEMBERSHIP LEVEL.

Dues run Jan 1st to Dec. 31st. (*)

PIONEER 0 - 21 yrs old and over 60 yrs young	\$10.00
TRAILBLAZER 21 - 59 yrs old	\$20.00

* Life memberships issued before January 1, 2026 will be honored as issued.