

Okeene Historic Preservation Group

Bylaws

ARTICLE I

Name

This organization is incorporated under the laws of the state of Oklahoma and shall be known as the Okeene Historic Preservation Group, Inc. The offices of this organization shall be located in the Town of Okeene, Blaine County, Oklahoma.

ARTICLE II

Purpose

- A. The Okeene Historic Preservation Group is organized for the purpose of advancing the economic, professional, cultural and civic welfare of the residents of Okeene and the surrounding community by preserving history, including but not limited to historic buildings so they can be put into use, adding beauty by cleaning, landscaping and painting and promoting recycling activities.
- B. To apply for and facilitate grants, to raise funds to restore local building for public use, add beauty and promote recycling. The Okeene Historic Preservation Group shall aid, as far as is possible, the preservation of historically significant buildings, as well as establishment of new traditions to facilitate commercial and social interaction between the people of Okeene and surrounding trade territory, and to seek to inculcate such spirit of enterprise in all matters of both public and private import as may contribute to continued progress of Okeene and the welfare of the people.
- C. The Okeene area shall include the Town of Okeene, the Okeene Public Schools District and the surrounding trade area.
- D. The Group shall be non-partisan and non-sectarian, and shall take no part in or lend its influence or facilities, either directly or indirectly, the nomination, election or appointment of any candidate for office in town, county, state or nation. This limitation does not preclude the Okeene Historic Preservation Board of Directors from evaluating political issues that affect the Group's objectives or policies.

ARTICLE III

Membership

- A. Any person, business association, corporation, partnership or estate, having an interest in the stated purpose of the Group in Article II shall be eligible for membership.
- B. Any person, business association, corporation, partnership or estate shall become a member upon the payment of the annual membership fee.
- C. Membership fee shall be determined by the Board of Directors at each October Board of Directors meeting for the following year.
- D. Each membership shall be entitled to one vote.
- E. Any member may resign from the Group by letter addressed to the Board of Directors.
- F. Any member may be expelled by a vote of two-thirds (2/3) of the Board of Directors present at a regularly scheduled meeting thereof for conduct unbecoming a member or prejudicial to the aims or repute of the Group, after notice and opportunity for hearing are afforded the member.

- G. The annual meeting of the Group shall be held after the October meeting of the Board of Directors and before the December meeting of the Board of Directors each year.
- H. Special meetings may be called by the President or upon petition in writing of any ten (10) members in good standing. Notice of such meetings shall be given to all members at least five (5) days in advance of such meetings.

ARTICLE IV
Board of Directors

- A. The governing and policy-making responsibilities of the Group shall be vested in the Board of Directors, which shall control its property, be responsible for its finances and direct its affairs.
- B. The Board of Directors shall meet each month. These are open meetings and all members may attend.
- C. The Board of Directors shall have the power in the name of the corporation to sue and be sued, buy hold, sell, lease or mortgage, both real and personal property, to incur debts, to borrow money; therefore giving notes of the Corporation signed by one or more officials duly authorized by the Board of Directors for that purpose, together with such collateral as may be required and may enter into contracts of any kind furthering the purposes of the Okeene Historic Preservation Group.
- D. The Board of Directors shall be composed of not less than three (3) and no more than 15 members.
- E. The members of the Board of Directors shall be elected for a three (3) year term.
- F. All eligible members in good standing may be elected to the Board of Directors.
- G. Election of members of the Board of Directors shall take place at the Annual Meeting. The term of the elected members shall begin in at the regular Board of Directors meeting in December following their election.
- H. The Board of Directors shall elect from its incoming and hold-over directors, a President, a Vice President, a Secretary and a Treasurer at the regular December meeting in odd numbered years. All officers shall serve a two (2) year term. Officers shall assume their offices at the regular meeting in January following their election.
- I. Three (3) members of the Board of Directors shall constitute a quorum at any regular or special meeting.
- J. Upon failure to attend three (3) consecutive Board of Directors meetings, unexcused, the Board of Directors member's term or office is terminated.
- K. Vacancies by resignation or otherwise on the Board of Directors shall be filled by the Board of Directors until the next general election only, at which time the membership shall elect a Director or Directors for the remainder of any three (3) year term.

ARTICLE V
Officers

- A. The President shall be the executive head of this organization and shall preside at all meetings of the Group, of the Board of Directors and of the Executive Committee; shall perform all duties incidental to that office and shall exercise general direction of the operations of the Group; shall appoint special committees or task groups as may be required.
- B. The Vice President shall act in the absence or disability of the President, in addition, shall direct whatever phases of the Group's operations that may be assigned by the President.

- C. The Secretary shall act in the absence or disability of the President and/or Vice President. In addition, shall direct whatever phase of the Group's operation that may be assigned by the President; and shall provide minutes of all meetings.
- D. The Treasurer shall provide a financial report at each Board of Directors meeting; shall cause to be rendered to the Board of Directors an audit at the end of each even numbered fiscal year delivered to the Board of Directors no later than the February meeting.
- E. The Executive Committee shall consist of the President, the Vice President, the Secretary and the Treasurer. The Executive Committee shall act for the Board of Directors, between meetings of the Board of Directors.
- F. No actions by any member, committee, employee, director or officer shall be binding upon or constitute an expression of the policy of the Group until it shall have been approved or ratified by the Board of Directors.

ARTICLE VI

Finances

- A. The fiscal year of the Okeene Historic Preservation Group shall close on December 31 of each year.
- B. All officers of the Board of Directors shall be signatories on all accounts at any financial institution holding the Group's money.
- C. All checks, deeds, mortgages, notes or contracts for services shall be signed by at least two (2) officers upon approval of the Board of Directors.
- D. The Board of Directors shall approve an estimated budget at or before the February Board of Directors meeting each year.
- E. The Board of Directors is hereby restricted on expenditure of unbudgeted funds in excess of \$200.00 until the subject matter has been brought up at a Board of Directors meeting when the matter will be voted upon with the approval of two-thirds (2/3) of the Board of Directors present.
- F. An audit shall be delivered to the Board of Directors in February of each odd numbered year.

ARTICLE VII

Amendments

These bylaws may be amended by two-thirds (2/3) vote of the general membership at any regular Board of Directors meeting or specially called meeting, provided that public notice of the consideration of such amendment at such meeting shall have been given at least five (5) days prior to such meeting.

ARTICLE VIII

Dissolution

The Group shall use its funds only to accomplish the objectives and purposes specified in these bylaws, and no part of said funds shall inure, or be distributed, to the members of the Group. On dissolution of the Group, any funds remaining shall be distributed to one or more regularly organized and qualified charitable, educational, scientific or philanthropic organization to be selected by the Board of Directors.

ARTICLE IX

Enactment

These bylaws shall be effect immediately upon their adoption by two-thirds (2/3) vote of the members present at a duly called meeting.

Approved by Board of Directors December 10, 2018.