

# **John Henry Owen Willcox Family Organization**

## **Constitution**

**May 26, 2006**

### **ARTICLE I: Name**

**Section 1. The name of this organization shall be John Henry Owen Willcox Family Organization hereinafter referred to as “JHOW.Org”.**

### **ARTICLE II**

**Section 1. The JHOW.Org will solicit as members, descendants of the Willcox surname of all spellings to include those who by marriage have acquired another surname, and anyone who has an interest in genealogy.**

**Section 2. The JHOW.Org shall engage in research, study, verification, discussion, collation, publication, dissemination, and preservation of the Willcox information for the JHOW.Org for its members and for posterity. In so far as practical, the JHOW.Org will respond to all that inquire about Willcox ancestral lines. The JHOW.Org will receive, hold, and invest appropriate monies, dues, gifts, proceeds from sales, interest, etc. and control and administer any properties for the benefit of the JHOW.Org. The JHOW.Org shall publish a periodic newsletter.**

**Section 3. The JHOW.Org will establish and maintain associations with societies of other surnames and state and national organization to encourage interest in genealogy and to benefit there from.**

**Section 4. JHOW.Org will pay special recognition to John Henry Owen Willcox and his wife Mary Young as organization Patriarch and Matriarch who immigrated to Utah in 1848.**



## **ARTICLE V: Meetings**

- Section 1.** The membership shall meet at least every two years. Business of JHOW.Org may be conducted if there is a quorum at the reunion.
- Section 2.** The officers and executive board shall meet as specified in the by-laws and serve without monetary compensation.
- Section 3.** To conduct business of the JHOW.Org a Quorum of 15 members will be required. Five elected officers constitute a quorum of the Executive Board.

## **BY-LAWS**

### **ARTICLE I: Dues and Membership**

- Section 1.** Dues shall be established by the Membership. Any changes in the dues structure must be approved by a three-fifths vote of the membership at a regular reunion subject to a quorum requirement. Dues are in U.S. dollars and the membership year runs from May 1<sup>st</sup> to April 30<sup>th</sup>. Dues are to be paid to the Membership Chairman, who will issue a membership card, and turn over all membership dues to the Treasurer.
- Section 2.** Membership may be refused or suspended by a three-fifths vote of the Executive Board to anyone or any organization whose interests conflict with the purpose of JHOW.Org.

## **ARTICLE II: Meetings**

- Section 1.** It is recommended that the president call a meeting of the Executive Board each year in the month of May or at a mutually agreed upon time. The JHOW.Org recognizes the geographical dispersion of the officers and directors. The President may present to and solicit from officers and directors public mail or E-mail responses to question, programs, and reports necessary for the administration of the JHOW.Org. These are to be reported to the membership in the newsletter. The in-person meeting of officers and directors is encouraged when it is practical.
- Section 2.** Five (5) of the officers and board of directors may call a special meeting of the officers and directors for consideration of issues. A special officers and directors meeting may also be called by 15 members of the JHOW.Org by signed petition, at no expense to the JHOW.Org. Quorum requirements will apply.

## **ARTICLE III: Duties of Elected Officers**

- Section 1.** The President shall be the chief executive officer of the JHOW.Org and preside at all meetings. He shall be a member of all committees except the nominating and auditing committees. The President is authorized to approve disbursement of reasonable fund amounts from the Treasurer's accounts for the routine operation of the Society business, to carry on correspondence and to publish the newsletters. The President shall serve as the chairperson of the committee to organize the membership meeting.
- Section 2.** If the President determines that an elected officer or director is not performing the duties for which elected, he may request the Executive Board remove the member. Such removal will require a three-fifths vote of eligible Executive Board members.
- Section 3.** The Vice President shall perform duties assigned by the President, preside and perform all duties necessary in the absence of the President, and assume the Presidency if the office becomes vacant.

- Section 4.** The Vice President Chairman well be in charge and planning of the next JHOW.Org reunion.
- Section 5.** The Secretary shall record and preserve the minutes of the meetings of the executive board and of the reunions. The Secretary will perform other administrative duties as assigned by the President.
- Section 6.** The Treasurer shall safeguard all funds and maintain all accounts in the name of the John Henry Owen Willcox Family Organization. He shall be responsible for adequate financial records. When the executive board shall determine bonding is required, this will be done at the expense of the JHOW.Org. If investment of funds of the JHOW.Org is made, approval of the Executive Board is required.
- Section 7.** The Chief Genealogist shall have custody of the genealogical files of the JHOW.Org and maintain such other files necessary for the performance of his duties. He will safeguard them from common hazards. The duties are those generally accepted as responsibilities of a genealogist. The Chief Genealogist will choose the Query Editor and direct the work. The Query Editor may query members of the Executive Council for help in solving query questions.
- Section 8.** Directors: The two Directors shall serve as representatives of the general membership. They may be assigned duties by the President to assist in the administration of the JHOW.Org.
- Section 9.** The President, with the approval of the Executive Board, may establish other positions and collateral duties not named elsewhere.
- Section 10.** The Web Master will maintain the JHOW.Org Web-site. He will choose the Newspaper Editor and supervises the work.