**Pannese Society**

**Bylaws**

**Dated - May 18, 2013**

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**Article 1 - Name**

Societa Mutuo Soccorso Maria Santissima del Bosco di Panni AKA

Pannese Society

EIN 30-0755170

**Article 2 - Location**

155 Webster Avenue Providence, RI USA 02909-3807

**Article 3 - Mission**

Our mission is to reconnect individuals who are descendents from families from Panni Foggia Italy, to educate to keep current with Panni’s southern Italian culture & heritage, to connect people to their distant family members, to keep up to date with happenings of the original village and neighboring towns, and to keep families of Panni up to date on what their distant relatives are doing around the world today.

**Article 4 - Membership**

Any person who is 18 years of age and has a direct bloodline or descent from panni, Italy and his/her spouse or significant other may be a member. A non-Italian spouse or significant other who is a current member “in Good Standing” with his/her Italian spouse, remains qualified for membership upon death or divorce of his/her Italian Spouse. All new members need to be sponsored another member and needs to be approved and accepted by the governing board.

**Article 5 - Dues**

The annual dues shall be twenty-five dollars ($25USD) per person for the 12 month period starting January 1 to December 31. The start date will be the day the application is processed. Each member has until January 31st to pay dues to keep their membership current and to stay in good standings. On March 1st a letter will be sent asking for payment within the next 60 days. Failure to pay during this time will result in membership cancelation.

When a new member joins during the year the new member will pay for a full years membership in full. During January of the following year, the new member will pay a prorated amount for the latter part of that following year to prorate the difference.

Example. A new member joins in August effective August 1st and pays the dues for the one-year period. The member will be a member for 5 months during that first portioned year. In January the member will only owe for 5 months, which is for the last 5 months of that following year.

Membership dues are not refundable.

**Article 6 – Executive Board**

Members who have been in good standing for two consecutive years, and who has not been convicted of a felony, are eligible to hold office.

The officers shall consist of President, Vice President, Secretary, Treasurer, and several members at large. It shall be responsible for the proper conduct of the business of the Society and shall carry out the policy decisions of the membership.

Executive Board meetings may be called by the President, or by petition of three members of the Board. A quorum for the transaction of business by the executive Board shall be four members. Any member of the Executive Board who shall be absent from three consecutive meetings of the Board without sufficient explanation may be considered to have resigned, and the vacancy will be filled by the Board. The President will be the one who appoints the chairman of the executive board.

**Article 7 - Duties of Officers**

The President shall be in charge of Executive Board and Membership meetings. He/she shall appoint all committee chairmen. He/she shall be, a member with vote on all committees. He/she shall be able to delegate all or any part of his powers to the Vice President or any other officer. To be elected as President you must be an active member in good standing for a minimum of two consecutive years.

The Vice President shall assume the duties of the President in the event of the Presidency’s absence or incapacity. He/she shall perform such other duties as authorized or prescribed for him/her by the President or the Executive Board. To be elected as Vice President you must be an active member in good standing for a minimum of two consecutive years.

The Treasurer shall have custody of the funds of the Society, and shall deposit or disburse all such funds in the name of the Society as designated by the Executive Board. All payments are to be made by checks and all checks require two signatures by any of the signers. The signers are the president, vice president & treasurer.

The Secretary shall keep minutes of all meetings of the Executive Board and Membership, work hand in hand with the treasurer to make sure recordings and financials are in line, and carry on the correspondence of the Society.

There are to be no more than five trustees. Trustees are members who are chosen by the Executive Board to manage various activities and/or subjects that are decided on by the Executive Board.

**Article 8 - Meetings**

There are quarterly meetings that take place the first Monday of the quarter at 7:00 PM EST. The days being the first Monday in Jan, the first Monday in April, the first Monday in July and the first Monday in October. Each member will be sent a reminder of the meeting also stating where the meeting will be held will be sent out a week ahead of time. If, due to holiday or another event going on that first Monday the meeting can be changed to the following week. In this situation a notification will go out to the member two weeks before the first Monday of the week alerting of the location date and time of the meeting. The meeting notifications will be made either by email or US mail.

After the meeting has been called to order by the President business that shall be conducted in accordance with the following schedule:

1. Roll call of officers

2. Secretary’s report

3. Tresurer’s report

4. Financial Secretary’s report

5. Committee reports

6. Old Business

7. New Business

If a motion is called during a meeting and is seconded by another member, the member is allowed the floor for five minutes to go over his agenda.

**Article 9 - Voting**

All electoral voting are to be voted on are put into vote by the President or Vice President, and are to be voted on by all the members. All members will be made aware of the meeting where voting will take place by either mail or email and will be given 1 week notice of the meeting. Members do not have to attend the meeting to vote. Members can vote via mail, letter, or in person at the meeting.

These bylaws may be amended by a two-thirds vote of members present or voting by proxy at any regular meeting or special meeting called for the purpose, provided the amendment is either submitted in writing to the membership thirty days prior to the meeting or presented for an announced open discussion at the meeting prior to the one set for action on the amendment.

Day to day management, and building upon subjects are done daily by the executive board and trustees, only where an officer or trustee states that a particular subject should go up for vote will a vote be placed for all the members to vote on.

**Article 10 - Activities**

All Activities needs to be approved by the board

**Article 11 - Nominations and Elections**

The Nominating Committee shall prepare a ballot, which shall consist of one name for each office, including from three to six Members-at-Large, to be presented at the first January meeting, at which time nominations from the floor shall be accepted.

Final nominations may be offered at the second January meeting or simply the next meeting. Election of Executive Board members shall be conducted by closed ballot.

Members-at-Large shall be limited in number to six, with the exception that should there be a tie vote for the sixth Member-at-Large position, all tied candidates shall be deemed elected.

Installation of Executive Board members shall take place one month after the election. So a one-month transition could take place. Only members who are Present or who excuse themselves by notifying the board by written letter explaining why they cant make the meeting can be elected.

**Article 12 - Fiscal and Financial Affairs**

The fiscal year for the financial operations of the Society is a calendar year from January 1 to December 31. At each December’s meeting, the Treasurer shall present a complete summary of the prior year's operation to the membership.

No contract or other obligation of the funds, facilities or reputation of the Society shall be undertaken for the Society except with the approval of the Executive Board. No monies of the Society shall be disbursed except on the signatures of two of the officers of the Society, one of who must be either the President or the Treasurer.

In the event of the dissolution of the Society, none of the remaining assets of the Society will be distributed for the benefit of any member. Funds remaining to the Society's credit shall be distributed to the Princeton Public Library for purchase of records or books concerning folk music, or to another educational or philanthropic organization as shall be designated by the membership upon the recommendation of the Executive Board.

**Article 13 - Online Technology**

Due to internet communication throughout the world, this society will accept online memberships. Individuals can apply online and must follow the same bylaws of the society. This technology will include access to the membership area of our website.

The membership area will be password protected and will hold general membership information. This portion of our website will include a news letter, minutes of general meetings only, bylaws and various other programs. You shall receive your password by email from the webmaster after your dues are paid. You must not share your password with any other person. If your password is lost, you may email the webmaster for a new one.

**Article 14 - Incapacity or Resignation of a board member**

If a board member wishes to resign or can no longer hold office the society governing board will elect a member of one of the trustees to manage and hold the title of the position until the new yearly election takes place. The way the governing board/trustees will already know of the year’s agenda and will make for a smooth transition.

If the president’s position needs to be filled only the vice president can enter the seat of the president. The vice president will become President and the vice presidents seat will be filled from the board electing from the trustees.

**Article 15 – Unresolved Decisions**

Any final decisions shall be determined by Roberts Rule of Order. All meetings shall be in accordance with Roberts Rule.