

# **BYLAWS OF CAPE FEAR CIVIL WAR ROUND TABLE a.k.a. (CFCWRT)**

## **ARTICLE 1**

Name: The name of the organization is the Cape Fear Civil War Round Table.

## **ARTICLE 2**

Purpose: It shall be the mission of the Cape Fear Civil War Round Table to broaden the knowledge, understanding and interpretation of the American Civil War and Reconstruction era, circa 1815-1877. The organization offers a monthly meeting with guest speakers to discuss important military, political, social and cultural issues of the era and also offers field trips to Civil War sites. It shall also be a goal of the Round Table to promote, encourage, and support Civil War Battlefield Preservation.

## **ARTICLE 3**

Meetings: The regular meeting of the Round Table shall be on the second Thursday of the month or at such a place and time as may be announced by the President. All meetings are open to the public. Regular meetings in June, July and August shall be optional based on the decision of the Executive Committee.

## **ARTICLE 4**

Dues: Annual dues in an amount to be determined by the Executive Committee shall be due and payable in the anniversary month of the member's joining or before. The fiscal year of the Round Table shall begin on January 1 and end December 31 the same year.

## **ARTICLE 5**

Membership: Membership is open to anyone interested in the American Civil War and who has paid his or her dues as indicated in Article 4. Those who have not paid their dues will not be eligible to vote until such dues are paid.

## **ARTICLE 6**

Quorum: The number of members present at any previously announced meeting shall constitute a quorum.

## **ARTICLE 7**

Officers: There shall be five officers elected by the membership. They are: President, Vice President, Secretary/Historian, Treasurer and Quartermaster. All of the officers shall be elected at each annual membership meeting to be held in September or at another time announced by the President at least ten days prior to the date of the meeting. The newly elected officers will assume their posts immediately following the election. The President and Vice President are to serve for one year and shall be eligible for re-election but may not serve more than two consecutive terms. It is expected that the Vice President shall succeed the President. The Secretary/Historian, Treasurer and Quartermaster shall also serve for one year but their number of terms shall not be limited.

## **ARTICLE 8**

Executive Committee: The Executive Committee shall consist of the five elected officers plus five elected directors, plus the immediate past president, for a total of up to eleven members. The Executive Committee will conduct the business of the Round Table and will report to the membership as required. The Executive Committee will function as the Nominating Committee. There shall be an annual meeting of the Executive Committee held during the summer of each year. The President shall call such meeting. At such meeting, five members present shall constitute a quorum. The Executive Committee may fill openings among the officers and members of the Executive Committee as needed. The Executive Committee shall also have oversight over functional activities of the round table such as Membership, Program, Tours, etc.

## **ARTICLE 9**

Functional Activities: Functional Activities-shall include: Membership, Program, Tours and Special Events, Newsletter, Public Relations, Internal Communications, and Fundraising. The President shall appoint leaders of each activity. Members of the the Executive Committee are expected to lead at least one activity and serve on at least two activities, including the one of which he or she is the leader. The President may establish special

temporary activities from time to time, as the need may arise, and appoint the members.

## **ARTICLE 10**

### Duties of the Officers:

*President:* The President shall preside at all regular meetings and Executive Committee meetings and shall generally coordinate and supervise the affairs of the Round Table.

*Vice President:* The Vice President will assist the president in matters as requested and shall preside in the absence of the president.

*Secretary/Historian:* The Secretary/Historian shall keep summary reports of all meetings of the members and of the Executive Committee. The Secretary/Historian shall have custody of the archival records and historical materials of the Round Table and shall retain all necessary or significant documents. The Secretary shall maintain a current and accurate record of all members of the Round Table, including contact information and the month in which each member's dues become payable.

*Treasurer:* The Treasurer shall have the custody of the funds and securities of the Round Table; shall keep full and accurate accounts thereof; shall disburse funds as ordered by the Executive Committee; shall render to the President and/or to the Executive Committee, whenever either or both may so require, an account of all transactions made by the Round Table, and/or a report of the then-current financial condition of the Round Table; shall prepare an annual report of all receipts and expenditures, in such detail as the Executive Committee may require, and present the same to the membership at the annual meeting of the Round Table.

*Quartermaster:* The Quartermaster shall have the custody of the physical property of the Round Table; shall keep full and accurate accounts thereof; shall set up the meeting room prior to each meeting and secure the room subsequent to the meeting.

## **ARTICLE 11**

Fund Deposits: All funds received by the Round Table shall be deposited in accounts at a bank selected by the Executive Committee. All checks shall be prepared by the Treasurer and are to be signed by the Treasurer. If such is determined by the Executive Committee to be necessary, a separate fund shall be established at a bank of the Executive Committee's choosing to hold funds for special projects that may be designated by the Round Table Executive Committee.

## **ARTICLE 12**

Amendments: These Bylaws of the Round Table may be amended from time to time by the affirmative vote of two-thirds (2/3) of the members present at any regular, annual or special meeting of the Round Table, provided that notice of such proposed amendment is given to the membership by the President or Secretary, not less than ten days prior to the meeting at which such action is taken.

These Bylaws were adopted by general membership approval on May 9, 2024.