

JANE AUSTEN SOCIETY OF NORTH AMERICA
WISCONSIN REGION BYLAWS
[As amended Sept. 17, 2016]

ARTICLE 1 – NAME, PRINCIPAL OFFICE, AND AFFILIATION

Section 1. Name. The name of this organization shall be “The Jane Austen Society of North America, Wisconsin Region” (“JASNA, Wisconsin”), hereinafter referred to as the "Region".

Section 2. Principal Office. The principal office shall be located at the Regional Coordinator’s address.

Section 3. Affiliation. The Region is a region of The Jane Austen Society of North America, Inc. (JASNA) and is thus part of JASNA. It is required to operate in conformity with the purposes and bylaws of JASNA and the practices adopted by the JASNA Board of Directors for regions.

ARTICLE 2 – PURPOSE AND OBJECTIVES

Section 1. Purpose and Mission. The purpose and mission of the Region are the same as those of JASNA. The purpose of the Region is to promote discussion and encourage the exchange of ideas among readers who enjoy the works of Jane Austen. The mission is to foster among the widest number of readers the study, appreciation, and understanding of Jane Austen’s works, her life, and her genius.

Section 2. Nonprofit Status. The Region, by virtue of its affiliation with JASNA, is a nonprofit organization. No part of the assets or income of the Region shall be distributable to or accrue to the benefit of its individual members or officers.

Section 3. Dissolution of the Region. In the event of dissolution of the Region, no member shall be entitled to any distribution or division of its remaining property or proceeds therefrom, except as payment for existing debts of the Region. The balance of all money or other property received or held by the Region from any source after the payment of all debts and obligations of the Region shall be surrendered to JASNA.

ARTICLE 3 – MEMBERSHIP AND MEETINGS

Section 1. Qualifications. To be a member of the Region, a person must be a member of JASNA in good standing, paying national dues. All JASNA members are entitled to join the Region and may join multiple regions.

Section 2. Visitor Policy. Visitors may attend up to two regular meetings as a guest before becoming a member of JASNA and the Region. (This policy does not pertain to visitors who are members of another JASNA Region.) This section does not preclude the Region from declaring a meeting or special event to be “open” to the public.

Section 3: Dues. JASNA, Wisconsin does not collect annual Region dues. National dues are determined by JASNA and are paid directly to JASNA.

Section 4. Regular Meeting. Meetings and programs should be held often enough through the year to keep the Region active. At least one meeting shall be held during the fiscal year. Meetings shall be held on dates, at times, and at locations established by the Regional Coordinator or Executive Committee. Notice of meetings shall be given to all members at the beginning of the Region’s year or at least thirty (30) days prior to each meeting.

Section 5. Fiscal Year. The fiscal year of the Region shall be the same as JASNA's fiscal year, beginning on September 1 and ending on the following August 31.

Section 6. Reporting Requirements. By November 1, the Region's Treasurer shall complete and return the Financial Report form provided by the JASNA Treasurer. By November 1, the Regional Coordinator shall complete and return the Region Report form provided by the JASNA Vice President of Regions.

ARTICLE 4 – REGION OFFICERS AND BOARD

Section 1. Designation of Officers and Board. The Region shall have the following officers, who shall be elected as provided herein: Regional Coordinator, Treasurer, Vice President-Madison, Vice President-Milwaukee, Editor, Membership Coordinator, Recording Secretary, New Members Chair, Historian, and Hospitality. The elected officers shall constitute the Board of the Region. The Webmaster and immediate past Regional Coordinator shall also be voting members of the Board. The Board shall manage the affairs of the Region and exercise all the duties and powers of the Region as set forth in these bylaws.

Section 2. Term of Office. As required by JASNA Bylaws, the Region shall hold elections for Regional Coordinator at least every two years. The Regional Coordinator may be re-elected to two subsequent terms of office (six years total). The term of office for the Regional Coordinator shall commence on December 16 and end two years hence. Elections for other Regional officers shall also be held every two years. The term of office for other officers shall commence on December 16 and end two years hence.

Section 3. Nomination of Officers. Region members may nominate other members or themselves for office by submitting an individual's name for the ballot. Only individuals who are members in good standing of JASNA and the Region may be elected to office. Nominations may not be made from the floor. A Nominating Committee appointed by the Board shall accept nominations from the general membership in writing. The Nominating Committee shall consist only of members who are not running for office or for reelection. At least thirty (30) days prior to the election, the Nominating Committee shall submit to the membership a slate listing one nominee for each position, each of whom must be a member in good standing of JASNA and the Region. Members shall be notified of the slate of nominees and the election time and place by publication in a newsletter, email, or some other type of written notice. The Nominating Committee shall also be responsible for conducting the election.

Section 4. Election. The election of the Regional Coordinator and other officers shall be held at a meeting or via email. A quorum consisting of at least 10 percent of the members of the Region must be present or vote by email for the election to be conducted. If a quorum is not present, the election shall be held at a special meeting called for that purpose or at the next regular meeting of the members at which a quorum is present. A member is elected to office by a majority vote of the members at the meeting or voting by email. No member shall vote or be represented by proxy.

Section 5. Executive Committee. The Executive Committee shall consist of the Regional Coordinator, Treasurer, Vice President-Madison, Vice President-Milwaukee, Membership Coordinator, and Recording Secretary. This group will manage the affairs of the Region and exercise all the duties and powers of the Region as set forth in these bylaws between meetings of the Board.

Section 6. Duties of the Regional Coordinator. Serves as the representative of the Region to JASNA and of JASNA to the Region by informing JASNA of programs, meetings, and regional activities, and by disseminating information received from JASNA and other regions to regional members. Attends the JASNA Annual General Meeting if possible and participates in the Regional Coordinators meeting while there. Presides over meetings and has general charge of the affairs of the Region. May delegate duties to Executive Committee members or other Region members.

Section 7. Duties of the Treasurer. Has charge and supervision of the Region's finances, securities, and books of account. Has custody of all funds of the Region. Has full authority to receive money and give receipts for all money due and payable, and to endorse checks. Prepares an annual budget and appraises Executive Committee members of the Region's financial status. Renders any financial reports required by JASNA Treasurer in accordance with specified deadlines.

Section 8. Duties of the Recording Secretary. Records the minutes of all meetings and distributes the minutes to members of the Executive Committee. Keeps copies of all minutes of meetings in the Region's record book. Heads up Nominating Committee (if not ineligible) and coordinates election of Officers every two years.

Section 9. Vice Presidents: Madison and Milwaukee. Works with Regional Coordinator to coordinate and organize regional meetings and other programs such as reading groups. Prepares a budget for meetings and programs. Receives Treasurer's authorization on budget needs. Helps contact and arrange for speakers. Arranges for the rental of facilities and of caterers if required. Prepares notices of events and disseminates notices to Editor for publication. Assists Regional Coordinator as needed. May delegate duties to other Region members.

Section 10. Duties of the Membership Coordinator. Maintains the roster of members. Keeps accurate and up-to-date records of members' names, status of membership, and current mailing addresses. Updates records prior to mailings. Coordinates mailings regarding membership issues. Receives Treasurer's authorization on budget needs.

Section 11. Duties of the Past Regional Coordinator. Advises the Executive Committee and is a voting member of the Board.

Section 12. Duties of the Editor. Edits submissions from members and selections from general press, web sites, and newsletters. Compiles articles and lays out newsletter, published three times a year. Receives Treasurer's authorization on budget needs. May delegate duties to other Region members or non-members.

Section 13. Duties of the Webmaster. Oversees the production and maintenance of the Region web site and other social media. Posts newsletter and upcoming events on Region web site. Receives Treasurer's authorization on budget needs.

Section 14. Duties of New Members Chair. Provides link between Region and new members. Welcomes new members when notified by Membership Chair, encouraging new members to attend events, greeting them at events.

Section 15. Duties of the Historian. Keeps copies of newsletters, programs, and other materials published by the Region. Keeps copies of other materials, articles, and memorabilia pertaining to JASNA and Jane Austen.

Section 16. Duties of Hospitality Chair. Assists in hospitality of events and meetings as

needed.

Section 17. Vacancies. Vacancies shall be filled for the remaining unexpired term. Members shall be notified of vacancies in any office resulting from any cause other than expiration of the term. The Regional Coordinator may make a temporary appointment to the vacancy until members can vote on the permanent replacement. If the Regional Coordinator position is vacant, the remaining Board may make a temporary appointment until members can vote on the permanent replacement. Nominations will be taken prior to the next meeting of members. The election shall be held at the next meeting, and the candidate receiving a majority of the votes shall be elected.

Section 18. Resignation of Officers. Any Officer may resign at any time by giving written notice to the Regional Coordinator. The Regional Coordinator may resign at any time by giving written notice to the Board. Notice of intent to resign should be given a reasonable time prior to the date of resignation if possible.

Section 19. Removal of Officers. The Board has the authority to recommend to the Region that an officer should be removed when, in the judgment of the Board, removal would be in the best interests of the Region. The recommendation shall be voted upon by Region members at the next general meeting at which a quorum is present and will be determined by a vote of two-thirds of the members at the meeting. No member shall vote or be represented by proxy.

ARTICLE 5 – AMENDMENTS TO BYLAWS

Section 1. Changing the Bylaws. Amendments to the bylaws may be made at any regular meeting. Proposed amendments must be submitted in writing to the members at least thirty (30) days prior to the meeting at which they will be considered. Adoption of an amendment shall require a vote of two-thirds of the members at a meeting at which a quorum is present.

Section 2. Effective Date. These bylaws are effective upon adoption by a two-thirds vote of the members present at the time of their passage.