

Approved and Adopted by the Membership on November 2, 2009

Historic Glyndon, Inc. Bylaws

Bylaws Committee

Kathy Ziese
Kim Karlsen
Tamara Baumann
Mary Ellen Porter

Consultation:
Vernene Lenz, Leo Ottey, David Porter

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ARTICLE I—DEFINITIONS

- HGI shall mean Historic Glyndon, Inc.
- Member shall mean a member of HGI who has paid dues in full
- Board or Director shall mean the Board of Directors
- Officer shall mean the Officers elected in accordance with these Bylaws
- Territorial Boundary shall mean the community known as Glyndon, Maryland as listed in the National Registry (*see attached description and map)
- Fiscal Year shall be from January 1st to December 31st

ARTICLE II—MEMBERSHIP

Section 1. Eligibility

Any interested person, age 18 or older, who resides within the territorial boundary, or any other person expressing an interest in and a desire to further the purposes of HGI shall be eligible for membership.

Section 2. Application for Membership

Any person interested in becoming a member shall notify the Secretary of HGI, in writing, and will become a member upon payment of the annual dues. The Secretary shall report to the Board monthly with respect to membership applications and dues received.

Section 3. Dues

Dues shall be an amount necessary for the operation of HGI. The Board shall recommend to the membership an amount requiring their approval at each annual meeting. In order to be eligible to vote on any agenda items requiring such vote, a member shall have paid dues to the Treasurer before the scheduled meeting at which the vote will be taken. The Treasurer will supply the Secretary with a list of members at the beginning of each meeting. Dues are non-refundable.

Section 4. Resignations

Any member may resign at any time by writing a letter of resignation to the President or the Board.

ARTICLE III—MEMBERSHIP MEETINGS

Section 1. Annual Meetings

HGI shall hold an Annual Meeting of its members for the election of Officers and the Board and for the transaction of general business. The Annual Meeting shall be held the third Tuesday in January or, due to adverse weather, as close to that date as possible, at a time and place designated by the Board.

Section 2. Regular, Special, and Emergency Meetings

- In addition to the Annual Meeting, HGI shall hold a minimum of two Regular Membership Meetings per year for the transaction of general business as may be called by the President with approval of the Board. The month of May shall be reserved for an annual preservation/educational program. The date, time, and location of this program shall be determined by the Board. Regular Membership Meetings and preservation/educational programs are open to the public.
- The President may call a Special Membership Meeting with approval of the Board or upon the written or electronic request of at least eight (8) members of HGI for the time, place, and purposes stated in the request.
- The President may call an Emergency Membership Meeting.

Section 3. Notice of Meetings

The Board shall provide written notice of every Annual, Regular, and Special Meeting of the members to each member at least ten (10) days before the date of the meeting by postal mail, electronic mail, telephone, or facsimile. In addition, a copy of the each meeting notice will be posted in a public location to be determined by the Board. Any irregularity in a meeting notice shall not affect the validity of the meeting or any proceedings at that meeting.

The Board shall provide notice of an Emergency Meeting in the fastest manner reasonable under the circumstances.

Section 4. Quorum

Twenty (20) members present at any membership meeting shall constitute a quorum for the transaction of business.

Section 5. Voting

At any meeting of the members, each member present shall be entitled to one vote. A majority of the votes cast shall be sufficient to pass any measure except otherwise provided in these Bylaws. In the election of the Officers and the Board, voting shall be by a voice vote unless a member requests the vote be conducted by ballot. The candidates who receive the largest number of votes for Officers and the Board shall be elected. In the case of a tie vote, the President in office at the time of the election shall cast a vote to break the tie.

ARTICLE IV—OFFICERS

HGI shall elect five Officers each fiscal year. The Officers shall be a President, a First Vice-President, a Second Vice-President, a Secretary, and a Treasurer.

ARTICLE V—DUTIES OF OFFICERS

Section 1. President

The President shall

- be the Chief Executive Officer of HGI
- preside at all meetings
- see that the orders and resolutions of the Board are carried into effect
- appoint such committees as may be deemed advisable subject to approval of the Board
- have the absolute right to revoke any and all presidential appointments and assignments made by him or her

Section 2. First Vice-President

The First Vice-President shall

- be the Chief Administrative and Executive Assistant to the President
- be responsible for the administration of the internal affairs of HGI
- be responsible for and oversee the committees of HGI
- perform any other duties as may be assigned to him or her by the President or the Board

If the office of the President becomes vacant or if the President is absent or unable to act, the First Vice-President shall, unless otherwise designated by the Board, perform the duties and exercise the functions of the President, and when so acting, shall have all the powers of the President until a successor is elected at the next Annual Meeting.

Section 3. Second Vice-President

The Second Vice-President shall

- serve as a liaison to local and county organizations as directed from time to time by the President or the Board
- perform any other duties as may be assigned to him or her by the President or the Board

Section 4. Secretary

The Secretary shall

- keep the minutes of all meetings of HGI
- record all votes and keep accurate records of the attendance at each meeting of HGI
- insure that all notices are duly given in accordance with the provisions of these Bylaws, or as required by law
- receive applications for membership and in cooperation with the Treasurer maintain a membership list
- conduct the general correspondence of HGI
- be the custodian of the records of HGI
- affix the corporate seal, if any, to all documents, the execution of which on behalf of HGI under its seal is duly authorized, and when so affixed, may attest the same
- perform any other duties as may be assigned to him or her by the President or the Board

A copy of all documents recorded by the Secretary shall be made available for inspection by any member of HGI by written request to the Secretary.

In the absence of the Secretary from any meeting, the minutes and records shall be kept and authenticated by any substitute appointed for that purpose at the meeting.

Section 5. Treasurer

The Treasurer shall

- keep full and accurate accounts of receipts and disbursements in books belonging to HGI
- deposit all monies in the name of HGI in the depositories designated by the Board
- disburse the funds of HGI as ordered by the Board, taking proper receipts for such disbursements
- render to the President and the Board at all meetings, or whenever they may require it, an account of all transactions and of the financial condition of HGI
- receive dues for membership and in cooperation with the Secretary maintain a membership list
- prepare an annual budget, with approval of the Board, to be voted on by the members at the Annual Meeting
- perform any other duties as may be assigned to him or her by the President or the Board

The Treasurer shall present to the Audit Committee a report of the status of the funds of HGI. The report shall include the expenditures and receipts of HGI and a balance sheet for the fiscal year just completed.

A copy of all documents recorded by the Treasurer shall be made available for inspection by any member of HGI by written request to the Treasurer.

ARTICLE VI—BOARD OF DIRECTORS

Section 1. Membership

The Board shall consist of fifteen (15) members: nine (9) members elected or appointed to the Board, five (5) Officers of HGI, and the Immediate Past President. All members of the Board must be members of HGI.

Section 2. Powers

The property, business, and affairs of HGI shall be conducted and managed under the direction of the Board, which may exercise all of the powers of HGI except those reserved to the members by statute, by the Charter, or by these Bylaws.

Section 3. Resignations

Any Board member may resign at any time by writing a letter of resignation to the President or the Board.

Section 4. Vacancies

A vacancy on the Board through death, resignation, or otherwise (except for the President who would be replaced by the First Vice-President) shall be filled by a majority vote of the Board within forty-five (45) days of the vacancy. A Board member so appointed shall serve until the next Annual Meeting. The term of any member appointed to fill a vacancy shall not be counted for purposes of any limitations on the term of a Board member in these Bylaws.

ARTICLE VII—BOARD OF DIRECTOR MEETINGS

Section 1. Regular Meetings

A regular meeting of the Board shall be held monthly at the time and place designated by the Board. Meetings are open to the membership. A schedule of meetings shall be posted in the HGI newsletter.

Section 2. Special Meetings

A Special meeting of the Board may be called at any time by the President or upon the written or electronic request of at least eight (8) Board members for the time, place, and purpose stated in the written request.

Section 3. Notice of Meetings

Written notice of every Board meeting shall be given to each Board member at least seven (7) days before the date of the meeting by postal mail, electronic mail, telephone, or facsimile. Any irregularity in a meeting notice shall not affect the validity of the meeting or any proceedings at that meeting.

The Board shall provide notice of a Special Meeting in the fastest manner reasonable under the circumstances.

Section 4. Quorum

Eight (8) Board members present at any Board meeting shall constitute a quorum for the transaction of business.

Section 5. Voting

At any meeting of the Board, each elected or appointed member present shall be entitled to one vote. A majority of the votes cast shall be sufficient to pass any measure.

ARTICLE VIII—NOMINATION AND ELECTION OF OFFICERS AND THE BOARD

Section 1. Nominating Committee

Within not less than sixty (60) days prior to the Annual Meeting of the members, the President, with approval of the Board, shall appoint a Nominating Committee of not less than three (3) members, one (1) of whom shall be designated as Chairperson. Within not less than ten (10) days prior to the Annual Meeting of the members, the Nominating committee shall send to each member of HGI written notice of the names and candidates selected by the Nominating Committee for election as Officers and the Board, each of whom must be a member of HGI. The Chairperson of the Nominating Committee shall preside over the elections at the Annual Meeting.

Section 2. Nominations by Members

Any member wishing to be nominated or wishing to nominate a member shall file with the Nominating Committee prior to Annual Meeting. Nominations may also be accepted from the floor at the Annual Meeting.

Section 3. Election Number and Terms of Officers and the Board

All Officers and Directors shall be elected at the Annual Meeting. Each Officer and Director shall take office immediately. Officers shall hold office for a term of one (1) year. Directors shall hold office for a term of two (2) years. No Director may serve for more than three (3) consecutive terms.

Any Officer, who, at the time of election to office, is already a Director, shall upon taking office as an Officer, cease to be a Director. The unexpired term of any Director who has been elected as an Officer shall be filled as provided in Section 4 of Article VI.

ARTICLE IX—COMMITTEES

Section 1. Bylaws and Policy Committee

The President, with approval of the Board, shall appoint a Bylaws and Policy Committee of not less than three (3) members, at least one (1) of whom shall be a Board member.

The Bylaws and Policy Committee shall

- maintain a current copy of the Bylaws of HGI at all times
- report to the Board and membership on suggestions involving changes within these Bylaws
- counsel the Board on established policies of HGI

Section 2. Nominating Committee

The Nominating Committee shall be appointed as provided in Section 1 of Article VIII.

Section 3. Audit Committee

The President, with approval of the Board, shall appoint an Audit Committee of not less than three (3) members who are not Officers or Directors.

The Audit Committee shall

- review the financial records of HGI at the end of each fiscal year and prepare a financial report to be presented to the Board and the Membership at the Annual Meeting.

Section 4. Other Committees

The President, with approval of the Board, shall appoint additional committees of not less than three (3) members as necessary. Each committee shall have the powers and duties assigned to it by the Board.

The Chairperson of each committee shall report to the First Vice-President of HGI who shall oversee the operation of each committee and shall report to the President at each Board Meeting.

ARTICLE X—MISCELLANEOUS

Section 1. Contracts, Checks and Orders for Payment of Money

All contracts, checks, and orders for the payment of money shall be signed by the Officers of HGI designated by resolution of the Board. Expenditures exceeding \$500.00 not included in the approved annual budget require prior approval of the membership.

Section 2. Rules of Order

Robert's Rules of Order shall govern the proceedings of all meetings of HGI and its constituent parts, except as otherwise provided by statute, by the Charter, or by these Bylaws.

ARTICLE XI—AMENDMENTS OF BYLAWS

Any and all provisions of these Bylaws may be altered or repealed and new Bylaws adopted at any Annual Meeting of the members or at any Special Meeting called for that purpose. No such amendment shall be valid unless authorized by a two thirds vote of the members voting at such meeting. Voting will be by ballot and any amendment approved shall become effective upon adjournment of the meeting at which it is adopted.

National Historic District: Glyndon, Maryland

Description:

Glyndon, MD is a turn of the 20th century community located northeast of Reisterstown, MD that began as a summer resort. The pre-World War I community follows a T shape with the stem of the T Central Avenue, the principal north-south street to which cross streets adjoin. The cross bar, Butler Road, connects Glyndon with Reisterstown and major county thoroughfares. The district is residential except for a small business district located at the intersection of Butler Road and the Western Maryland Railway tracks. Emory Grove Campground on the northern boundary is occupied in the summer and Temperance Park at the northeastern section was a second religious summer community which is now occupied by full time residents. St. Georges, another area in Glyndon, includes the property known as Sacred Heart Catholic Church and its grounds on Sacred Heart Lane and is also included.

A decidedly architectural homogeneity exists in Glyndon, particularly within the areas of Central, Chatsworth, and Glyndon Avenues representing vernacular examples of late 19th century architectural styles. These cottages are typically frame, 2 stories high, with one or occasionally two story front porches. Houses with three symmetrical bays have their attic levels defined with a simple gable, a central gabled tower form, or are unabled. In most of the examples the porches are ornamented with jigsawn detailing, which in several examples, include porch supports, with handsome open-work design as well as corner brackets and balustrades. In numerous instances, two bay gabled facades face the street. There are, in addition, several variations of the L plan having a gabled wing perpendicular to the street and wing parallel to the street, with a porch infilling the angle. Completing the spectrum of typical Glyndon architecture are several excellent examples of Shingle Style houses which are particularly interesting with their long sweeping gambrel roof forms and Georgian Revival detailing.

Significance:

Glyndon began when in 1868 a group of Methodists established a campground close to the Western Maryland Railroad tracks. The group, called the Emory Grove Camp Meeting Association, began evangelical meetings under a large tent. People flocked to the summer services, remaining for extended periods and living in tents. By 1887 the popularity of the meeting had encouraged the Association to construct the 40-room Emory Grove Hotel. Gradually the tents were replaced with wooden cottages and in 1900 an open market house moved from Hanover, PA, replaced the canvas tabernacle. By the 1920's, Emory Grove had proved enormously successful. The campground encouraged the development of Glyndon as a summer-resort and several devotees of Emory Grove erected their own more substantial summer houses adjacent to the campground. Temperance Park, across Butler Road, is another example of the spirit of Methodism in Glyndon. Founded in 1887, it was the first temperance park in the state of Maryland. Thirteen frame cottages line the south side of a green open space originally the site of meetings devoted to prohibition. The railroad and the camp meetings at Emory Grove opened up the area to development. Local property owners began laying out lots and streets, and constructing a hotel, town hall, and general store. Railroad and streetcar service to Glyndon coincided with the most concentrated period of the town's growth.

