

The Historical Timekeepers Bylaws

Section 0.0	Document History
Section 1.0	Organizational Statement
Section 2.0	Mission Statement
Section 3.0	Membership
Section 3.1	Guest
Section 4.0	Officers
Section 5.0	Board of Directors
Section 6.0	Nominating Committee
Section 7.0	Meetings
Section 8.0	Bounties
Section 9.0	Dues
Section 10.0	Disbursements of funds
Section 11.0	Non Discrimination
Section 12.0	Disciplinary Action
Section 13.0	Judicial Board
Section 14.0	Dissolution

Practices and Procedures

Section A.	Event Etiquette
Section B.	Lady's Etiquette
Section C.	Men's Etiquette
Section D.	Kids in Camp
Section E.	Around the Camp
Section F.	In Closing

Section 0.0

Document History

Line 0.01 Document Written: 2003
Line 0.02 Document Revised: 3-4-2005 1-29-2008
Line 0.03 2-7-2006
Line 0.04 Document Distributed: 3-5-2005
Line 0.05 2-11-2006

Section 1.0 Organizational Statement

Line 1.01 The Historical Timekeepers will act as a local source of information and
Line 1.02 coordination while providing structure at any local, regional and national
Line 1.03 events attended.

Line 1.04 The Historical Timekeepers are dedicated to the highest standards of safety,
Line 1.05 authenticity and accuracy in its portrayal of the life and time of the people
Line 1.06 that fought, died for and lived in the United States during the War between
Line 1.07 the states, 1861- 1865.

Line 1.08 The Historical Timekeepers respect the rights of all people to learn more about
Line 1.09 their national heritage free from coercion or revisionism within the meaning of
Line 1.010 section 501c (3) of the Internal Revenue Code.

Line 1.011 The Historical Timekeepers promotes and actively encourages all members to
Line 1.012 participate in patriotic observances and holidays of both the United States
Line 1.013 and the Confederate States of America.

Line 1.014 The Historical Timekeepers are open to everyone and celebrates the diversity
Line 1.015 of all people.

Line 1.016 The Historical Timekeepers believe that the reasons for reenacting
Line 1.017 are personal to each re-enactor.

Line 1.018 No individual style of reenacting is more valid than another style
Line 1.019 and no reason holds more importance over another.

Line 1.020 The Historical Timekeepers believe that to enhance everyone's
Line 1.021 objectives in the hobby the Historical Timekeepers members must respect both
Line 1.022 their reasons for reenacting and the reenacting style

Line 1.023 Members are encouraged to develop an individual or
Line 1.024 complementary based scenario, but cannot repeat any existing scenario(s).

Line 1.025 The Historical Timekeepers is a perpetual organization having internal affairs
Line 1.026 regulated by a board of directors.

Line 1.027 The Historical Timekeepers membership shall vote at the annual meeting
Line 1.028 for the position of president, vice president, secretary, and
Line 1.029 six board of director members.

Line 1.030 The position of treasurer and events coordinator shall be one of the six board
Line 1.031 members respectively and appointed by the board of directors

Line 1.032 The legal address of the organization shall be
Line 1.033 W204 S10544 Victoria Drive Muskego, WI 53150

Line 1.034 **Amendment of Bylaws**

Line 1.035 Any member may submit in writing, proposed amendments to the bylaws (4) weeks prior to
Line 1.036 the annual meeting. Submissions shall be reviewed by the Board of Directors for review
Line 1.037 prior to membership vote.

Section 2.0

Mission Statement

Line 2.01 The Historical Timekeepers exists to honor the sacrifice of our ancestors and
Line 2.02 to teach the public about life during the American Civil War.
Line 2.03 The Historical Timekeepers is to provide a means for non-reenactors to enter
Line 2.04 the hobby of reenacting easily.
Line 2.05 The Historical Timekeepers also encourage members to work together
Line 2.06 and continue their education to better themselves and
Line 2.07 their living history presentations.

Section 3.0

Membership

Line 3.01 Active voting member:

Line 3.02 attend as many events as possible, with no mandatory number

Line 3.03 membership dues are paid and current to the year

Line 3.04 The Historical Timekeepers reserves the right to deny membership to anyone

Line 3.05 who has been convicted of a felony, sexual misconduct, or a violent crime.

Line 3.06 If such conditions exist the board of directors of the Historical Timekeepers

Line 3.07 will meet as a group to discuss and vote the appropriate course

Line 3.08 of action to be taken.

Line 3.09 The Historical Timekeepers denounces, in the strongest possible terms, the

Line 3.010 practice of racism, racial supremacist, hate groups and any other group or

Line 3.011 organization that promotes, hatred, distrust, or suppression of any minority or

Line 3.012 ethnic group or misuse of desecration of the symbols of the United States or

Line 3.013 the Confederate States of America.

Line 3.014 These practices will not be tolerated within the Historical Timekeepers.

Line 3.015 The Historical Timekeepers firmly supports the lawfully elected government

Line 3.016 and the laws of the United States of America and the regulations as set forth in

Line 3.017 section 501c (3) of the Internal Revenue Code and does not agree with nor

Line 3.018 support any organization (s) or individual (s) that advocate the use of violence

Line 3.019 as a means of achieving political or social goals.

Line 3.020 Attending an event on file Historical Timekeepers:

Line 3.021 members over the age of 18 years must have the following:

Line 3.022 Historical Timekeepers membership form

Line 3.023 Historical Timekeepers medical form (current)

Line 3.024 members under the age of 18 years

Line 3.025 Historical Timekeepers membership form signed by a parent or legal guardian

Line 3.027 Historical Timekeepers medical form with a current dated photograph

Line 3.028 Parents or legal guardians are responsible for the supervision of their

Line 3.029 minor children, at all times. Supervision of a minor child(ren), may

Line 3.030 be transferred from the parent or legal guardian to a member(s) of the

Line 3.031 Historical Timekeepers with the consent of the member(s).

Line 3.032 The Historical Timekeepers strongly encourage written medical consents

Line 3.033 in case of emergency.

Section 3.1 Guest

Line 3.101 A guest is a person of any age invited by a Historical Timekeepers member.

Line 3.102 Guests of any Historical Timekeepers member, regardless of age, will be
Line 3.103 requested to have on file a Historical Timekeepers medical form.

Line 3.104 Guests under 18 years of age are required to have a signed parental
Line 3.105 consent to attend the event.

Line 3.106 The Historical Timekeepers organization strongly encourages a written
Line 3.107 medical treatment consent note be at the event in case of emergency.

Section 4.0 Officers

Line 4.01 The Officers of the Corporation shall be a President, a Vice-President, a Secretary, a
Line 4.02 Treasurer and such other Officers as the Board of Directors may designate.

Line 4.03 Appointment of Officers; Terms of Office

Line 4.04 The President, Vice President, Secretary, and the four Board Members shall be elected by
Line 4.05 the Historical Timekeepers members at the annual meeting, or, in the case of vacancies, as
Line 4.06 soon thereafter as convenient. The positions of Treasurer and Event Coordinator will be
Line 4.07 appointed by the Board of Directors annually, or in the case of vacancies as soon thereafter
Line 4.08 as convenient. Each Historical Timekeepers member shall have one (1) vote and such voting
Line 4.09 may not be done by proxy. Terms of office may be established by the Board
Line 4.10 of Directors.

Line 4.11 Removal

Line 4.12 An Officer may be removed by a vote of a simple majority of the total number of the
Line 4.13 Board of Directors in the office at the time of the meeting, or by action in writing, whenever
Line 4.14 in the Board's judgment the best interest of the Corporation will be served thereby.
Line 4.15 Any such removal shall be without prejudice to the contract rights, if any of the person so
Line 4.16 removed.

Line 4.17 President

Line 4.18 The President shall be a Director of the Corporation and will preside at the meeting
Line 4.19 of the Board of Directors. The President shall perform all duties attendant to that office
Line 4.20 which are subject, however, to the control of the Board of Directors and shall perform such
Line 4.21 other duties as on occasion shall be assigned by the Board of Directors. The President shall
Line 4.22 be the authorized signatory on contracts on behalf of the Board as recorded in the minutes of
Line 4.23 the corporation.

Line 4.24 Vice President

Line 4.25 The Vice President shall be a Director of the Corporation and will preside at meetings
Line 4.26 of the Board of Directors in the absence of or request of the President. The Vice-President
Line 4.27 shall perform other duties as requested and assigned by the President, subject to the control
Line 4.28 of the Board of Directors. The Vice-President shall be the alternate signatory on contracts
Line 4.29 on behalf of the Board as recorded in the minutes of the Corporation.

Line 4.30 Secretary

Line 4.31 The Secretary shall be a Director of the Corporation and shall be responsible for keeping
Line 4.32 Records of the Board actions, including overseeing the taking of minutes at all board
Line 4.33 meetings, sending out meeting announcements, distributing copies of minutes and the
Line 4.34 agenda to each Board member, and assuring that corporate records are maintained. The
Line 4.35 Secretary shall perform such other duties as occasionally may be assigned by the Board of
Line 4.36 Directors.

Line 4.37 Treasurer

Line 4.38 The Treasurer shall report to the Board of Directors at each regular meeting
Line 4.39 on the status of the Corporation's finances.
Line 4.40 Quarterly reports to be submitted to the Historical Timekeepers
Line 4.41 membership showing all income, expenditures, pending income, and pending expenditures.
Line 4.42 The treasurer shall assist in the preparation of the budgets, help develop fundraising plans,
Line 4.43 and make financial information available to the Board of Directors and the public, and shall

Line 4.44 perform such other duties as occasionally may be assigned by the Board of Directors.

Line 4.45 Event Coordinator

Line 4.46 The Event Coordinator shall report to the Board of Director's at each regular meeting on the
Line 4.47 status of the upcoming events. The Event Coordinator will liaison between the upcoming
Line 4.48 events. The Event Coordinator will schedule all events for the group.

Section 5.0 Board of Directors

- Line 5.1 The Board of Directors consists of the organizations President, Vice President,
Line 5.2 Secretary, Treasurer, Event Coordinator and four Board Members
Line 5.3 of which the position of Event Coordinator and Treasurer will be appointed by the
Line 5.4 Board of Directors, whose duties are described in the bylaws of the organization.
Line 5.5 Criteria for being nominated and elected to the position of President and Vice President:
Line 5.6 Two years of active membership;
Line 5.7 Attending 50 percent of previous two years events;
Line 5.8 Must camp within the group setting for the duration of the event;
Line 5.9 Must attend annual meeting.
- Line 5.10 Criteria for being nominated and elected to Secretary:
Line 5.11 Must attend annual meeting;
Line 5.12 Must be an active member.
- Line 5.13 Criteria for being nominated and elected to the Board of Directors:
Line 5.14 Must attend annual meeting;
Line 5.15 Must be an active member.
- Line 5.16 Criteria for Treasurer
Line 5.17 Active member for 2 years;
Line 5.18 Basic knowledge of accounting practices;
Line 5.19 Attend annual meeting.
- Line 5.010 Criteria for Event Coordinator
Line 5.011 Active member for two years;
Line 5.012 Attend annual meeting;
Line 5.013 Attend full duration of fifty percent (50%) of the previous two years events of
Line 5.014 reenacting with the Historical Timekeepers.
- Line 5.015 An absence of extenuating circumstances of any current Board Member or Nominee for the Board of Directors, from the Annual Meeting, must be approved by majority vote of the Board of Directors at the Annual Meeting when possible. A Board Member must be contacted as soon as possible in reference to an absence from the Annual Meeting.

Section 6.0 Nominating Committee

Line 6.01 There shall be a Nominating Committee composed of at least (3) three members of the
Line 6.02 Board of Directors. The Chair of the Nominating Committee shall be appointed by the
Line 6.03 Board of Directors. The Nominating Committee shall be responsible for collecting
Line 6.04 nominations for elected offices as described in the Historical Timekeeper's Bylaws.
Line 6.05 Nominees shall be presented to the Board of Directors (3) three weeks prior to the Annual
Line 6.06 Meeting for approval. A representative of the Nominating Committee shall present the
Line 6.07 Board of Directors' approved slate of nominees at the Annual Meeting.

Section 7.0 Meetings

- Line 7.1 The Historical Timekeepers annual meeting will be held during the first quarter of each
Line 7.2 calendar year at a location and time to be determined by the President.
- Line 7.3 Annual meeting agenda:
- Line 7.4 A) Election of officers:
- Line 7.5 President
- Line 7.6 Vice President
- Line 7.7 Secretary
- Line 7.8 Board of Directors
- Line 7.9 B) Financial report
- Line 7.010 C) Evaluation of the previous year's events
- Line 7.011 D) Schedule the up-coming year's events
- Line 7.012 E) Matters of concern from membership
- Line 7.013 A quorum for the Annual Meeting should consist of at least (5) five Board Members and no
Line 7.014 less than (6) six non-Board Members.

SECTION 8.0 Bounties

Line 8.1 Bounties paid to the Historical Timekeepers (such as fashion presentations and
Line 8.2 any monies made from the New Year's Gala) will be deposited into
Line 8.3 the Historical Timekeepers' account.

Line 8.4 Bounties paid to individuals will be left to the individual's discretion.

Line 8.5 Sutlers that are members of the Historical Timekeepers are responsible to pay
Line 8.6 event sutlery fees and will retain their own profits

Section 9.0

Dues

- Line 9.1 The Historical Timekeepers annual dues will be paid to the Treasurer at the Annual
Line 9.2 Meeting and no later than the first Historical Timekeepers' event of the forth
Line 9.3 coming year.
- Line 9.4 The dues will only be raised if the Historical Timekeepers vote to do
Line 9.5 so at the annual meeting and will take effect at the following annual meeting.
- Line 9.6 Schedule of dues:
- | | | |
|----------|--|------------------|
| Line 9.7 | Individual person (18 and over) | \$15.00 |
| Line 9.8 | Family(up to 2 adults and or up to 3 children) | \$25.00 |
| Line 9.9 | Additional children under 18 | \$ 5.00 for each |
- Line 9.010 New members to the Historical Timekeepers joining after July 30th and before
Line 9.012 December 31st will be one-half of the scheduled dues and make payable to the Treasurer
Line 9.013 at the time of joining.

Section 10.0

Disbursements of Funds

Line 10.01 Incorporating and registering the Historical Timekeepers name.

Line 10.02 Items needed for group sponsored events.

Line 10.03 Historical Timekeepers will present an annual budget, including the disbursement
Line 10.04 of funds for:

Line 10.05 Purchasing of supplies

Line 10.06 Website maintenance

Line 10.07 Group mailing

Line 10.08 Sponsored events

Line 10.09 Material required for the management benefit of the Historical Timekeepers

Section 11.0 **Non Discrimination**

Line 11.01 Historical Timekeepers, Inc. does not discriminate on the basis of sex, race, religion, age,
Line 11.02 national origin, ancestry, creed, marital or parental status, sexual orientation, physical
Line 11.03 disability, or economic status.

Section 12.0 **Disciplinary Actions**

Line 12.1 “Social” consumption of alcoholic beverages, when appropriate is acceptable
Line 12.2 after all weapons have been secured at the end of the day’s activities
Line 12.3 and when other duties or responsibilities are concluded.
Line 12.4 The consumption of alcoholic beverages by those not of legal age is not
Line 12.5 condoned and will not be tolerated.
Line 12.6 This will result in immediate dismissal from the Historical Timekeepers and
Line 12.7 will be reported to the local law enforcement agencies as well.

Line 12.8 The use of or possession of illegal, or non-prescription drugs, at any of
Line 12.9 the Historical Timekeepers’ functions, or functions, that The Historical
Line 12.010 Timekeepers are participating in, will not be tolerated.
Line 12.011 Use or possession will result in the immediate and permanent expulsion from
Line 12.012 the Historical Timekeepers. All incidents will also be reported to the
Line 12.013 local law enforcement agencies.

Line 12.014 Violence in any form will not be tolerated and will be reported to the
Line 12.015 local law enforcement agencies. Charges will be pressed to the fullest.

Line 12.016 All Historical Timekeepers’ members are representative of our group at events and should
Line 12.017 maintain group standards even though they may be associating with another re-enacting
Line 12.018 group.

Line 12.019 Disciplinary action shall be taken for the following actions:

Line 12.020 The consumption of alcoholic beverages shall be permitted:

Line 12.021 A. By those of legal age;

Line 12.022 B. After all weapons are secured;

Line 12.023 C. After public hours.

Line 12.024 The Historical Timekeepers shall not tolerate excessive drinking or public drunkenness
Line 12.025 and this will be referred to the Judicial Board on a case-by-case basis. Repeat offenders risk
Line 12.026 termination by the Judicial Board.

Line 12.027 Other re-enactment groups may socialize with our encampment. Any individual visiting
Line 12.028 our encampment and is displaying public drunkenness will be asked to leave our
Line 12.029 encampment by any Board Member(s).

Line 12.030 The misuse of non-prescription or prescription drugs at any of the Historical Timekeepers’
Line 12.031 functions that the Historical Timekeepers are participating in will not be
Line 12.032 tolerated and will be referred to the Judicial Board for disciplinary action.
Line 12.033 Any possession or use of illegal drugs will immediately be turned over to the authorities
Line 12.034 and the person will be immediately dismissed from the Historical Timekeepers.

Line 12.035 Vulgar language, although commonly used, should be restricted at events for the courtesy
Line 12.036 of others. Constant and excessive abuse will be referred to the Judicial Board.

Line 12.037 Any person proven to be stealing from any other person at any event will automatically be
Line 12.038 reported to the authorities and immediately dismissed from the Historical Timekeepers.

Line 12.039 Violence, whether physical or verbal, is not tolerated by the Historical Timekeepers.
Line 12.040 Anyone partaking in this behavior shall be referred to the Judicial Board for
Line 12.017 review.

Line 12.018 Disciplinary action referred to the Judicial Board will be in writing within 15 days of date
Line 12.019 of incident.

Section 13.0

JUDICIAL BOARD

Line 13.01 In the event a Judicial Board is needed, a minimum of (3) three Board Members shall be
Line 13.02 required for a Judicial Hearing. The Judicial Board will meet as soon as possible. The decision
Line 13.03 and findings must be fair, and in writing.
Line 13.04 The Judicial Board may reprimand, change an individual's status within the group, or
Line 13.05 recommend the individual(s) be dismissed from the Historical Timekeepers. The
Line 13.06 member(s) in question may appeal the ruling of the board within (30) thirty days of the board
Line 13.07 ruling(s). The appeal must be in writing and forwarded to the Judicial Board. An appeal will be
Line 13.08 heard as soon as possible. A person may be eligible to rejoin the Historical Timekeepers after a
Line 13.09 period of (2) two years and upon review by the Judicial Board. Any member dismissed due to
Line 13.010 conflict, violent behavior, and/or substance abuse shall not be reinstated as a member
Line 13.011 regardless of vote.

Section 14.0

Dissolution

Line 14.01 Upon the time of dissolution of the Corporation, assets shall be distributed by the
Line 14.02 Board of Directors, after paying or making provisions for the payment of all debts,
Line 14.04 obligations, liabilities, costs and expenses of the Corporation for one or more exempt
Line 14.05 purposes within the meaning of section 501 (c)(3) of the Internal Revenue Code,
Line 14.06 or the corresponding section of any future federal tax code, or shall be distributed to the
Line 14.07 federal government, or to a state or local government for a public purpose.
Line 14.08 Or to a non-profit, 501 (c)(3), with a similar mission. Any such assets not so disposed of
Line 14.09 shall be disposed of by a Court of Competent Jurisdiction of the county in which the
Line 14.010 principal office of the Corporation is then located, exclusively for such purposes or
Line 14.011 to such organization(s), as said court shall determine, which are organized
Line 14.012 and operated exclusively for such purposes. Any distribution shall be made in accordance
Line 14.013 with all applicable provisions of the laws of this state.