

ROCHESTER
ROUNDABOUT
CLUB.

1895.

CONSTITUTION
AND BY-LAWS.

... OF THE ...

ROCHESTER
ROUNDAABOUT
CLUB.

ORGANIZED 1885

1895.

MEMBERS, 1885.

Mrs. Henry Anstice,	Miss Helen Hollister,
Miss Mary I. Bliss,	Mrs. David M. Hough,
Miss Carrie Brewster,	Miss Sara M. Hough,
Mrs. W. S. Dewey,	Miss Alice W. Ives,
Miss Harriett A. Fairchild,	Miss Bessie W. Ives,
Miss Elizabeth Farrar,	Mrs. George E. Jennings,
Miss Harriett Farrar,	Miss Jean E. Lemon,
Mrs. E. H. Hollister,	Miss Margaret McVean.

OFFICERS.

President, Mrs. David M. Hough.

Secretary, Miss Harriett Farrar.

Treasurer, Mrs. E. H. Hollister.

OFFICERS, 1895.

President, Mrs. David M. Hough.

Vice-President, Mrs. Henry Anstice.

Secretary and Treasurer, Mrs. Alvin H. Dewey.

EXECUTIVE COMMITTEE.

Mrs. David M. Hough, Mrs. Henry Anstice,
Mrs. Clinton Rogers.

Constitution.

ARTICLE I.

NAME.

This Association shall be known as "The Roundabout Club."

ARTICLE II.

OBJECT.

Its object shall be the mutual improvement of its members in literature, art, science, and the vital interests of the day.

ARTICLE III.

MEMBERSHIP.

Members in Alphabetical order may present names for membership, which shall each be voted on separately by ballot at the next regular meeting; the words "Yes" or "No" must be used and election declared unless *two negative votes* should be cast.

Any member making an unsuccessful nomination shall be allowed to propose another person for membership.

The Membership shall be limited to *Twenty Persons*.

ARTICLE IV.

OFFICERS.

Its Officers shall be a President, a Vice-President, a Secretary, a Treasurer and an Executive Committee. These Officers shall be elected by the Club as provided for by the By-Laws.

ARTICLE V.

MEETINGS.

The Club shall hold its regular meetings as yearly arranged for by the Executive Committee.

It shall hold an annual meeting in the month of June when the Executive Committee shall present the Programme of Study for the ensuing year, and at this meeting *none but members of the Club shall be present.* Ten members shall constitute a quorum. Members shall receive a written notice of all meetings at least two days previous to said meetings.

ARTICLE VI.

FINANCIAL YEAR.

The Financial Year shall begin at the first Fall Meeting and the Fee then payable shall be fifty cents—*payable within one month from that time.*

BY-LAWS.

ARTICLE I.

MEMBERS.

Every one who is elected a member on paying the Fee shall be admitted to all the privileges of the Club, to the close of the financial year; after which her membership may be continued by the payment of the annual Fee. Honorary members may be elected at the discretion of the Club. Members who apply for re-election may by unanimous consent be re-elected by acclamation. Former members who live at a distance, may become "Corresponding Members," and may attend the meetings when in Rochester. Any member who desires to withdraw from the Club shall *send a written notice* of her intention to the Secretary. *Three consecutive absences from regular meetings*, except on account of sickness or absence from the city, and without sending an excuse, shall terminate membership with the Club.

ARTICLE II.

DUTIES OF OFFICERS.

SECTION I.—President and Vice-President.

The President shall preside at all meetings, and conduct them by a formal order of business and shall perform

other duties usually belonging to this office. In case of her absence or disability, these duties shall be performed by the Vice-President or by one of the other officers in their order. The Vice-President shall hold herself ready to assist the President in anyway.

SECTION 2.—Executive Committee.

The Executive Committee shall consist of the President, the Vice-President and at least one other member of the club; such members to be elected by ballot as provided for in the By-Laws. They shall prepare a *Plan of Study* and present it to the Members for consideration at the Annual Meeting—shall publish the Programmes and have in charge the instruction and entertainment of the club.

SECTION 3.—Secretary.

The Secretary shall keep a correct record of all meetings. She shall keep an accurate record of persons presenting names for membership, and shall notify members of their election and of the limit of time, when their fees are due in order to continue members. She shall receive, read to the Club, and answer all letters relating to Club affairs and preserve all Club papers; shall keep a correct list of members, with their addresses, and attend to all other business of the Club relating to its membership and its documents. She shall notify members of the time and place of *all* meetings and shall make a written report of

the Year's Transactions and present outlook of the Club at the Annual Meeting.

The Records and Correspondence shall be open at all times to the inspection of the Club.

SECTION 4.—Treasurer.

The Treasurer shall receive, collect, hold and pay out all Club moneys, subject to the order of the Club. She shall keep a correct account in detail of all moneys received and expended by her and shall render her report in writing at the annual meeting.

SECTION 5.—Election.

Members shall come to the first regular meeting in March, provided with a written list of names to fill the several offices of the Club.

From this informal ballot the two names for each office having the highest number of votes, shall be presented at the next regular meeting, for a close ballot. Members unable to be present can send their choice by proxy. No one shall be eligible to office who has been a member *less than one year*. The term of office shall expire with the Annual Meeting.

ARTICLE III.

VISITORS.

Members may bring to a regular meeting, friends from out-of-town, who are at the time their guests, and

members of the family at whose house the meeting is held, may be present at that meeting.

ARTICLE IV.

CONDUCT OF MEETINGS.

All meetings shall be conducted by the rules of parliamentary law, the "Woman's Manual of Parliamentary Law" being authority. No person except the Secretary, shall print or cause to be printed any report of any meeting unless authorized by vote of the Club.

ARTICLE V.

AMENDMENTS.

This Constitution and By-Laws may be amended at any meeting of the Club by a two-third's vote of the members present, provided that a written notice of the intended change has been given at the meeting at least one week previous.

ARTICLE VI.

SUSPENSION OF RULES.

Any Article of this Constitution and By-Laws, by unanimous consent, may be suspended, for not more than one meeting; excepting this article—*which shall not be suspended.*

