

BY-LAWS OF THE MISSOURI  
CONFERENCE ON HISTORY  
(as amended, 2022)

Section I: Purpose

1. The purpose of the Missouri Conference on History is to bring together for an annual conference all teachers of history and other professional historians to share in presentation of the results of research, to exchange information on teaching and curriculum, to consider ways to promote interest in history and the welfare of the profession, and to discuss other concerns common to historians in all fields of history, including public history.

Section II: Membership

1. All persons interested or involved in the teaching of history, historical research, historic preservation, or any other professional application of history are eligible for membership. Active membership will be defined by involvement in any project undertaken by the Conference or by registration at an annual meeting within the past three years.

Section III: Organization

1. The Conference shall be directed by a Steering Committee consisting of a President; a Vice President; seven elected members; a Student Representative from a Missouri higher education institution with a graduate program in history; a Secretary-Treasurer, ex-officio; and ex-officio members that include the Missouri State Archivist or his/her designee; the Executive Director of the Missouri Humanities Council or his/her designee, who shall serve in a non-voting capacity; and, the Missouri Representative to the Phi Alpha Theta National Council. With the exception of the President, who shall be designated for a one-year term by the host institution for the next annual meeting; the Vice President, who shall be designated for a one-year term by the institution scheduled to host the Conference two years in the future; the Secretary-Treasurer, whose selection and term are defined below, and the Student Representative, who may serve a term of up to three years, members of the Steering Committee shall serve three-year terms and shall be eligible for re-election, but not for more than two consecutive terms. Individuals who serve as President or Vice President are eligible for election and reelection as steering committee members. The President is the regular presiding officer at meetings of the Steering Committee.
2. The Conference at its annual meeting may create standing or ad hoc committees and may also authorize such committees to designate one member of said committee to serve as an ex-officio member of the Steering Committee.
3. The Steering Committee shall receive or, if necessary, solicit invitations for future annual meetings, shall (subject to a confirming vote at the annual meeting) designate the host institution for each such meeting, shall render any assistance it can to the arrangements committee of the host institution, and shall direct any additional projects or activities undertaken by the Conference. The host institution, however, shall have control over the conference program, subject only to the requirement of scheduling time for the annual business meeting.
4. The conference shall be hosted by the Missouri State Archives or the State Historical Society of Missouri in alternate years. Beyond that, the conference shall rotate between St. Louis, Kansas

City, Springfield, and any other host city deemed appropriate by the Steering Committee.

5. The conference shall offer such awards at each annual conference as are deemed appropriate by the Steering Committee. Awards shall be for such items as "Best Article," "Best Book," "Best Conference Paper," etc. The Steering Committee shall have the authority to determine award categories, the criteria for selecting award winners, and the level of financial stipend associated with each award.
6. Proposals for new activities or responsibilities of the Conference may be forwarded to the Steering Committee. Any such proposal must be submitted by the Steering Committee to the membership at the annual business meeting. A majority of those present and voting shall determine any such question. However, if deferral of action on any such possible activity of major importance until the annual meeting would prevent Conference involvement, the Steering Committee shall have the authority to act for the Conference and shall report its action to the annual meeting.

#### Section IV: Nomination and Election

1. The institution scheduled to host the Conference in the following year shall be invited by the Secretary-Treasurer to nominate the President for that year, in advance of the preceding annual meeting. The President shall be in charge of the annual program of the Conference and shall be the presiding officer of the Steering Committee and the annual business meeting. The institution scheduled to host the Conference two years in the future shall be invited by the Secretary-Treasurer to nominate a Vice President, who shall be an ex-officio member of the Steering Committee. The current Steering Committee shall nominate a candidate for each remaining position, making an attempt to include nominees to represent secondary school teachers, junior college or community college teachers, faculty of four-year colleges, faculty from Missouri universities, graduate students, public historians, and other professional historians. Additional nominations may be made from the floor at the annual business meeting.
2. The election will take place at the business meeting of the annual Conference. All terms, with the exception of the President, the Vice President, and the Secretary-Treasurer, shall be for three years. Should a vacancy occur prior to the end of a designated term, a replacement shall be chosen at the business meeting of the next annual Conference. The system of nomination and election described above shall be employed.
3. The new officers and committee members will assume office at the conclusion of each annual meeting.
4. The Secretary-Treasurer, who shall be an ex-officio member of the Steering Committee, shall be the director, or his or her designee, of The State Historical Society of Missouri. The Secretary-Treasurer's principal duty shall be to serve as a permanent letter-drop for correspondence addressed to the Conference and the Steering Committee, and the Conference's official permanent address shall be in care of the Director of The State Historical Society of Missouri. The Secretary-Treasurer shall also work with the President of the Conference in arranging meetings of the Steering Committee and in preparing the agenda for these meetings and for the annual business meeting of the Conference; and, more generally, the Secretary-Treasurer shall assume an ongoing responsibility for ensuring that the Conference meets regularly and has a continuing existence. In the role of Treasurer, the Secretary-Treasurer shall receive, deposit, and maintain the funds of the Conference, shall make payments for expenditures authorized by the Steering Committee, and shall annually submit to the Steering Committee and the business meeting a report on the financial

condition of the Conference.

#### Section V: Amendments

1. Amendments to this Constitution may be made by majority vote of those attending the annual business meeting, provided that the text of any proposed amendment is made available to be distributed with registration materials at the Conference registration desk.