

Form **990-EZ**

Short Form Return of Organization Exempt From Income Tax

OMB No 1545-1150

2008

Open to Public Inspection

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code
(except black lung benefit trust or private foundation)
▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$1,000,000 and total assets less than \$2,500,000 at the end of the year may use this form.
▶ The organization may have to use a copy of this return to satisfy state reporting requirements

Department of the Treasury
Internal Revenue Service

A For the 2008 calendar year, or tax year beginning 04/01, 2008, and ending 03/31, 20 09

<p>B Check if applicable:</p> <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Termination <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	<p>Please use IRS label or print or type. See Specific Instructions.</p>	<p>C Name of organization LAUREL HISTORICAL SOCIETY INC</p> <p>Number and street (or P O box, if mail is not delivered to street address) Room/suite PO Box 774</p> <p>City or town, state or country, and ZIP + 4 Laurel, MD 20725-0774</p>	<p>D Employer identification number 52 1713516</p> <p>E Telephone number (301) 725-7975</p> <p>F Group Exemption Number ▶</p>
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• Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).

G Accounting method Cash Accrual
Other (specify) ▶

H Check if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

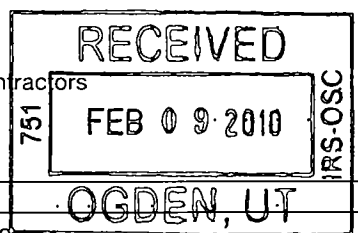
I Website: ▶ Laurelhistoricalsociety.org

J Organization type (check only one)— 501(c) (3) ◀ (insert no) 4947(a)(1) or 527

K Check if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A return is not required, but if the organization chooses to file a return, be sure to file a complete return

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts, if \$1,000,000 or more, file Form 990 instead of Form 990-EZ ▶ \$ **88,365**

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)			
	1 Contributions, gifts, grants, and similar amounts received	1	56,871
	2 Program service revenue including government fees and contracts	2	485
	3 Membership dues and assessments	3	1,653
	4 Investment income	4	5,761
	5a Gross amount from sale of assets other than inventory	5a	4,628
	b Less cost or other basis and sales expenses	5b	0
	c Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a) (attach schedule)	5c	4,628
	6 Special events and activities (complete applicable parts of Schedule G) If any amount is from gaming, check here <input type="checkbox"/>		
	a Gross revenue (not including \$ 0 of contributions reported on line 1)	6a	10,833
	b Less direct expenses other than fundraising expenses	6b	12,266
	c Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	-1,433
	7a Gross sales of inventory, less returns and allowances	7a	7,784
	b Less cost of goods sold	7b	5,647
	c Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	2,137
	8 Other revenue (describe ▶ See Statement 2)	8	350
	9 Total revenue. Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8	9	70,452
	10 Grants and similar amounts paid (attach schedule)	10	0
	11 Benefits paid to or for members	11	0
	12 Salaries, other compensation, and employee benefits	12	43,936
	13 Professional fees and other payments to independent contractors	13	10,400
	14 Occupancy, rent, utilities, and maintenance	14	201
	15 Printing, publications, postage, and shipping	15	1,880
	16 Other expenses (describe ▶ See Statement 3)	16	17,990
	17 Total expenses. Add lines 10 through 16	17	74,407
	18 Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-3,955
	19 Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	355,080
	20 Other changes in net assets or fund balances (attach explanation) See Statement 4	20	-75,887
	21 Net assets or fund balances at end of year Combine lines 18 through 20	21	275,238



Part II Balance Sheets. If Total assets on line 25, column (B) are \$2,500,000 or more, file Form 990 instead of Form 990-EZ (See the instructions for Part II)

	(A) Beginning of year		(B) End of year
22 Cash, savings, and investments	355,916	22	282,662
23 Land and buildings	0	23	0
24 Other assets (describe ▶ See Statement 5)	269	24	12,547
25 Total assets	356,185	25	295,209
26 Total liabilities (describe ▶ See Statement 6)	1,105	26	19,971
27 Net assets or fund balances (line 27 of column (B) must agree with line 21)	355,080	27	275,238

9-9 11

Part V Other Information (Note the statement requirements in the instructions for Part VI.)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity		✓
34	Were any changes made to the organizing or governing documents but not reported to the IRS? If "Yes," attach a conformed copy of the changes	✓	
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining your reason for not reporting the income on Form 990-T.		
a	Did the organization have unrelated business gross income of \$1,000 or more or section 6033(e) notice, reporting, and proxy tax requirements?		✓
b	If "Yes," has it filed a tax return on Form 990-T for this year?		
36	Was there a liquidation, dissolution, termination, or substantial contraction during the year? If "Yes," complete applicable parts of Schedule N		✓
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a _____ 0		
b	Did the organization file Form 1120-POL for this year?		✓
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still unpaid at the start of the period covered by this return?		✓
b	If "Yes," complete Schedule L, Part II and enter the total amount involved 38b _____		
39a	Section 501(c)(7) organizations Enter		
a	Initiation fees and capital contributions included on line 9		
b	Gross receipts, included on line 9, for public use of club facilities 39b _____		
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under section 4911 ▶ _____ 0, section 4912 ▶ _____ 0, section 4955 ▶ _____ 0		
b	Section 501(c)(3) and (4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year or did it become aware of an excess benefit transaction from a prior year? If "Yes," complete Schedule L, Part I		✓
c	Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ _____ 0		
d	Enter amount of tax on line 40c reimbursed by the organization ▶ _____ 0		
e	All organizations At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		✓
41	List the states with which a copy of this return is filed ▶ <u>MD</u>		
42a	The books are in care of ▶ <u>James B McCeney</u> Telephone no ▶ <u>(301) 776-7036</u> Located at ▶ <u>400 Main St, Laurel, MD 20707-4116</u> ZIP + 4 ▶ <u>20707-4116</u>		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country ▶ _____ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.	42b	✓
c	At any time during the calendar year, did the organization maintain an office outside of the U S ? If "Yes," enter the name of the foreign country. ▶ _____	42c	✓
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041 —Check here and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 _____ ▶ <input type="checkbox"/>		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ	44	✓
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ	45	✓

Part VI Section 501(c)(3) organizations only. All section 501(c)(3) organizations must answer questions 46-49 and complete the tables for lines 50 and 51

- | | | |
|--|------------|-------------------------------------|
| | Yes | No |
| 46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I | 46 | <input checked="" type="checkbox"/> |
| 47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II | 47 | <input checked="" type="checkbox"/> |
| 48 Is the organization operating a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E | 48 | <input checked="" type="checkbox"/> |
| 49a Did the organization make any transfers to an exempt non-charitable related organization? | 49a | <input checked="" type="checkbox"/> |
| b If "Yes," was the related organization(s) a section 527 organization? | 49b | <input type="checkbox"/> |
- 50** Complete this table for the five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None "

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
None				
Total number of other employees paid over \$100,000 ▶				

51 Complete this table for the five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None "

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
None		
Total number of other independent contractors each receiving over \$100,000 ▶		

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

▶ James B McCeney Signature of officer ▶ 2/2/10 Date

▶ **James McCeney, Treasurer** Type or print name and title

Paid Preparer's Use Only

Preparer's signature ▶ _____ Date _____ Check if self-employed ▶ Preparer's Identifying Number (See instructions)

Firm's name (or yours if self-employed), address, and ZIP + 4 ▶ _____ EIN ▶ _____ Phone no ▶ () _____

May the IRS discuss this return with the preparer shown above? See instructions ▶ Yes No

SCHEDULE A
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Public Charity Status and Public Support

To be completed by all section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

OMB No 1545-0047

2008

Open to Public Inspection

Name of the organization LAUREL HISTORICAL SOCIETY INC	Employer identification number 52 : 1713516
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Part I Reason for Public Charity Status (All organizations must complete this part) (see instructions)

The organization is not a private foundation because it is (Please check only **one** organization)

- 1 A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i)**.
- 2 A school described in **section 170(b)(1)(A)(ii)**. (Attach Schedule E.)
- 3 A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii)**. (Attach Schedule H)
- 4 A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii)**. Enter the hospital's name, city, and state
- 5 An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv)**. (Complete Part II)
- 6 A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v)**.
- 7 An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)**. (Complete Part II)
- 8 A community trust described in **section 170(b)(1)(A)(vi)**. (Complete Part II.)
- 9 An organization that normally receives (1) more than 33⅓ % of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33⅓ % of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975 See **section 509(a)(2)**. (Complete Part III)
- 10 An organization organized and operated exclusively to test for public safety See **section 509(a)(4)**. (see instructions)
- 11 An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2) See **section 509(a)(3)**. Check the box that describes the type of supporting organization and complete lines 11e through 11h
 - a Type I b Type II c Type III—Functionally integrated d Type III—Other
- e By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2)
- f If the organization received a written determination from the IRS that it is a Type I, Type II, or Type III supporting organization, check this box
- g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?

- (i) A person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the supported organization?
- (ii) A family member of a person described in (i) above?
- (iii) A 35% controlled entity of a person described in (i) or (ii) above?

	Yes	No
11g(i)		
11g(ii)		
11g(iii)		

h Provide the following information about the organizations the organization supports

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1–9 above or IRC section (see instructions))	(iv) Is the organization in col (i) listed in your governing document?		(v) Did you notify the organization in col (i) of your support?		(vi) Is the organization in col (i) organized in the U S ?		(vii) Amount of support
			Yes	No	Yes	No	Yes	No	
Total									

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)
 (Complete only if you checked the box on line 5, 7, or 8 of Part I)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants")						
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1-3						
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
7 Amounts from line 4						
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV)						
11 Total support. Add lines 7 through 10						
12 Gross receipts from related activities, etc (see instructions)					12	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

14 Public support percentage for 2008 (line 6, column (f) divided by line 11, column (f))	14	%
15 Public support percentage from 2007 Schedule A, Part IV-A, line 26f	15	%
16a 33 1/3% support test—2008. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 33 1/3% support test—2007. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization <input type="checkbox"/>		
17a 10%-facts-and-circumstances test—2008. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test The organization qualifies as a publicly supported organization <input type="checkbox"/>		
b 10%-facts-and-circumstances test—2007. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test The organization qualifies as a publicly supported organization <input type="checkbox"/>		
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions <input type="checkbox"/>		

Part III Support Schedule for Organizations Described in Section 509(a)(2)
(Complete only if you checked the box on line 9 of Part I.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
1 Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")	55,230	53,983	80,154	64,738	56,871	310,976
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose	53,732	29,944	33,342	39,779	18,617	175,414
3 Gross receipts from activities that are not an unrelated trade or business under section 513						0
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	0	0	0	0	0	0
5 The value of services or facilities furnished by a governmental unit to the organization without charge	35,000	35,000	35,000	35,000	35,000	175,000
6 Total. Add lines 1-5	143,962	118,927	148,496	139,517	110,488	661,390
7a Amounts included on lines 1, 2, and 3 received from disqualified persons	17,958	24,407	26,821	26,513	19,531	115,230
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of 1% of the total of lines 9, 10c, 11, and 12 for the year or \$5,000					10,000	10,000
c Add lines 7a and 7b	17,958	24,407	26,821	26,513	29,531	125,230
8 Public support (Subtract line 7c from line 6)						536,160

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2004	(b) 2005	(c) 2006	(d) 2007	(e) 2008	(f) Total
9 Amounts from line 6	143,962	118,927	148,496	139,517	110,488	661,390
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	5,194	10,361	6,290	9,657	5,761	37,263
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b	5,194	10,361	6,290	9,657	5,761	37,263
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income Do not include gain or loss from the sale of capital assets (Explain in Part IV)	1,338	2,850	1,268	601	350	6,407
13 Total support. (Add lines 9, 10c, 11, and 12)						705,060
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here ▶ <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2008 (line 8, column (f) divided by line 13, column (f))	15	76.04 %
16 Public support percentage from 2007 Schedule A, Part IV-A, line 27g	16	79 %

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2008 (line 10c, column (f) divided by line 13, column (f))	17	5.28 %
18 Investment income percentage from 2007 Schedule A, Part IV-A, line 27h	18	4 %

- 19a **33⅓% support tests—2008.** If the organization did not check the box on line 14, and line 15 is more than 33⅓%, and line 17 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ▶
- b **33⅓% support tests—2007.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33⅓%, and line 18 is not more than 33⅓%, check this box and **stop here**. The organization qualifies as a publicly supported organization ▶
- 20 **Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ▶

Statement 1 : General Explanations

Statement 1 (continued) : Reasonable Cause Explanations

Statement 2 : Other Revenue Schedule

Statement 3 : Other Expenses Schedule

Statement 4 : Other Changes In Net Assets Schedule

Statement 5 : Other Assets

Statement 6 : Liabilities Schedule

Statement 7 : Officers, Directors, Trustees and Key Employees Compensation

Statement 1

Form 990-EZ

Page 1

Line Number

GeneralExplanationAttachment

LAUREL HISTORICAL SOCIETY INC

52-1713516

General Explanations

Reference:

Form 990-EZ, Part V, Line 35

Identifier:

F99Z_P05_S00_L35

Explanation:

Line 2 - Programs related to mission Line 6 - Special events Fund-raising Line 7 - Gift shop
income - shop carries items related to local, county, & state history and other historical educational
items Line 8 -sale of images of town history

Line Number

ReasonableCauseExplanation

Reasonable Cause Explanations

Explanation

Extension to March 15, 2010 approved

Statement 2

Form 990-EZ

Page 1

Line Number Part I Line 8

OtherRevenuesSchedule2

LAUREL HISTORICAL SOCIETY INC

52-1713516

Other Revenue Schedule

Description	Amount
Sales of images	\$350
Total:	\$350

Other Expenses Schedule

Description	Amount
Advertising	\$96
Bank service charges	\$219
Purchase of bricks for comm walk	\$343
History camp expenses	\$10
Collection & conservation material	\$36
Dues and subscriptions	\$825
Equipment	\$1,836
Exhibit material	\$2,841
Hospitality	\$196
Insurance	\$2,143
Professional Development	\$725
Recognitions	\$222
Software	\$4,993
Supplies	\$3,505
Total:	\$17,990

Statement 4

Form 990-EZ

Page 1

Line Number Part I Line 20

Other Changes In Net Assets Schedule

LAUREL HISTORICAL SOCIETY INC

52-1713516

Other Changes In Net Assets Schedule

Description	Amount
Unrealized change in value of investments	(\$75,887)
Total:	(\$75,887)

Statement 5

Form 990-EZ

Page 1

Line Number Part II Line 24

Other Assets Schedule 3

LAUREL HISTORICAL SOCIETY INC

52-1713516

Other Assets

Description	BOY Amount	EOY Amount
Deferred Gala costs	\$0	\$3,243
Grants receiveable	\$0	\$7,058
Undeposited receipts	\$269	\$2,246
Total:	\$269	\$12,547

Liabilities Schedule

Description	BOY Amount	EOY Amount
Withheld payroll taxes	\$82	\$222
Credit card payable	\$1,023	\$1,211
Deferred Gala income	\$0	\$18,517
Other	\$0	\$21
Total:	\$1,105	\$19,971

Officers, Directors, Trustees and Key Employees Compensation

Name	Title and Hrs	Compensation	Benefits	Expense
Jean Anastasi 336 Montgomery St Laurel, MD 20707	Secretary 3	\$0	\$0	\$0
Lawrence Eldridge 207 Patuxent Place Laurel, MD 20707	Board Member 2	\$0	\$0	\$0
Jeff Edwards 677 Main Street Laurel, MD 20707	Board Member 1	\$0	\$0	\$0
Marlene Frazier 332 Montgomery St Laurel, MD 20707	Secretary 3	\$0	\$0	\$0
Karen Lubieniecki 421 Prince George St Laurel, MD 20707	President 5	\$0	\$0	\$0
Gertrude L Poe 18004 Ednor View Terrace Ashton, MD 20861	Board Member 0	\$0	\$0	\$0
Joseph Robison 217 Patuxent Road Laurel, MD 20725-0774	Board Member 1	\$0	\$0	\$0
James B McCeney 400 Main St Laurel, MD 20707-4116	Chairman & Treasurer 6 7	\$0	\$0	\$0
Elizabeth Compton 9801 Baltimore Ave Laurel, MD 20723	Board Member 2	\$0	\$0	\$0
David Cummings 585 Main St Laurel, MD 20707	Board Member 0	\$0	\$0	\$0
Lisa Losito 312 Montgomery St Laurel, MD 20707	Vice President 1	\$0	\$0	\$0
Christopher Erdle 1105 Montgomery St Laurel, MD 20707	Board Member 1	\$0	\$0	\$0
Craig A Moe Municiple Center Laurel, MD 20707	Director, non voting 0	\$0	\$0	\$0
Jean Wilson 121 12th Street Laurel, MD 20707	Board Member 2	\$0	\$0	\$0
Kevin McNulty 612 Main St Laurel, MD 20707	Board Member 1	\$0	\$0	\$0
Scott Lilienthal 405 4th Street	Board Member 1	\$0	\$0	\$0

Statement 7
Laurel, MD 20707

LAUREL HISTORICAL SOCIETY INC

Jhanna Levin	Board Member	\$0	\$0	\$0
418 Main Street	1			
Laurel, MD 20707				
Total:		\$0	\$0	\$0

**BYLAWS
OF
THE LAUREL HISTORICAL SOCIETY, INCORPORATED**

(As Amended January 15, 1998, May 2000, May 2003, May 2006 and June 2009)

Conformed in every respect to the original document

A handwritten signature in cursive script, reading "Marlene A. Frazier", is written over a solid horizontal line.

Marlene A. Frazier, Recording Secretary

**BYLAWS
OF
THE LAUREL HISTORICAL SOCIETY, INCORPORATED**

(As Amended January 15, 1998, May 2000, May 2003, May 2006 and June 2009)

MISSION

The mission of the Laurel Historical Society, Incorporated, is to encourage the understanding and preservation of the history and cultural heritage of Laurel.

ARTICLE ONE

NAME AND PRINCIPAL OFFICE

The name of the organization shall be The Laurel Historical Society, Incorporated, hereinafter "The Society." The principal office of The Society shall be located within the corporate limits of the City of Laurel, Maryland.

ARTICLE TWO

PURPOSES

The purposes of The Society shall be as follows:

- A. To operate and promote The Laurel Museum and provide programs and exhibits to educate students, organizations and citizens in the history of Laurel, Maryland and the surrounding area.
- B. To preserve, research, and document the history of Laurel, Maryland.
- C. To encourage and assist in the preservation of historic structures.
- D. To promote the small-town atmosphere which has historically been a characteristic of the City of Laurel.

ARTICLE THREE

MEMBERSHIP

SECTION 1. MEMBERS

The Society may have as members the following classifications: individuals, families, organizations, firms, corporations, or other entities interested in the preservation of the history and cultural heritage of the City of Laurel, regardless of place of residence, race, creed, or national origin. The classification of all memberships and whether each such classification shall be voting or non-voting shall be determined by the Board of Directors.

SECTION 2. ANNUAL DUES

The annual dues shall be set by the Board of Directors and may be different for each classification of membership and is a requirement for voting membership.

ARTICLE FOUR

OFFICERS AND DUTIES

SECTION 1. OFFICERS

The officers of The Society shall be President, Vice President, Recording Secretary, Corresponding Secretary, and Treasurer.

SECTION 2. DUTIES OF OFFICERS

A. President. The President shall be the chief executive officer of The Society and, subject to the control and direction of the Board of Directors, shall:

1. Have general supervision of the affairs of The Society including the appointment of committees required to carry out the operations of the Society. The president may appoint the chairpersons of such committees or direct that they be elected by the committee.
2. Preside at all general meetings of The Society.
3. Prepare a full and true annual statement of the affairs of The Society which shall be submitted by the President at the annual meeting of The Society;

4. Perform all other duties required by the laws of the State of Maryland and such other duties as may be prescribed in these By-Laws or, as may from time to time, be assigned to the President by the Board of Directors.

B. Vice President. The Vice President shall:

1. Act or perform the duties of the President in the absence of or inability of the President to carry out his or her duties;
2. Assume the office of the President in the event the President dies, resigns or for any other reason is unable to fulfill the term of the office. Should the Vice President decline the office of President, the Executive Committee of the Board of Directors may appoint a member of the Board, or a member of the Society to fill the vacant office according to Section 3 of this article,
3. Coordinate programs for The Society and the public in conjunction with the Executive Director.
4. Perform such other duties as assigned by the President or the Directors.

C. Recording Secretary. The Recording Secretary shall:

1. Record and maintain the minutes of all meetings and official proceedings of The Society, but in the absence of the Secretary, the President may designate some other person to record the proceedings in place of the Recording Secretary;
2. Perform such other duties as assigned by the President or the Directors.

D. Corresponding Secretary. The Corresponding Secretary shall:

1. Prepare all official Society correspondence
2. Supervise mailings of notices and newsletters and maintain The Society's mailing lists.
3. Be the custodian of the corporate seal and shall affix the same to all instruments when appropriate;
4. Perform such other duties as assigned by the President or the Directors.

E. Treasurer. The Treasurer shall:

1. Be responsible for receiving and depositing Society funds in the name of The Society in such federally insured bank or banks or other depositories as may be selected by the Directors;
2. Be responsible for confirming that payment has been made for all of The Society's legitimate debts in a timely fashion;
3. Keep all accounts and financial records of The Society;
4. File all required financial reports and regulatory forms of a financial nature;
5. Furnish a report on the financial status of The Society quarterly, or more frequently if requested by the Board, and an annual statement of activities and a statement of financial position for the previous fiscal year at the annual meeting;
6. Serve on the Finance Committee

7. Coordinate with the Executive Director as the latter develops a yearly budget for review and approval by the finance committee prior to submission to the Board for approval.
8. Perform such other duties as assigned by the President or the Directors.

SECTION 3: VACANCIES

Vacancies among the Officers may be filled by appointment by the Board of Directors. If an officer is appointed to fill a vacancy which occurs in the first year of a term the appointee will serve until the next annual meeting. At that time the post will be filled by election to a special one year term. A vacancy occurring in the second year of a term will be filled for the balance of the term.

ARTICLE FIVE

BOARD OF DIRECTORS

SECTION 1. GENERAL POWERS

The business and affairs of The Society shall be controlled and administered by its Board of Directors, hereinafter referred to as "the Directors." The Directors shall have overall responsibility for the implementation of the mission of The Society including, but not limited to, oversight of the Laurel Museum, the financial health and stability of The Society, management of any property acquired by The Society, and oversight of the museum collections.

SECTION 2. NUMBER

The number of Directors for The Society shall be no fewer than ten (10) or more than twenty-five (25). The actual number of Directors will be set by the membership at the annual meeting. Each Director shall be entitled to one vote when voting on any matter as a Director unless stated differently below.

SECTION 3. COMPOSITION OF THE BOARD OF DIRECTORS

The Board of Directors shall consist of:

- A. the five officers of The Society;
- B. the immediate Past President of The Society;
- C. the Mayor of the City of Laurel, who will serve as an ex-officio, non-voting member;
- D. founding co-director, Elizabeth Compton, for as long as she consents to serve.
- E. additional members elected from the community, as determined by the membership of the Society at the annual meeting.
- F. The Board of Directors of the Society may appoint a member of the Society "Director

Emeritus". This is an honorary position and shall not be included in the number of directors, or have voting privileges, or be counted in determining a quorum.

G. the following limits apply to multiple members of any family:

1. No more than two members of any family may serve simultaneously.
2. Spouses and siblings may not serve simultaneously.

SECTION 4. QUALIFICATION AND ELECTION

A. Any individual member in good standing with The Society shall qualify for election as a Director.

B. All Directors shall be elected by the voting members of The Society at the May meeting and shall serve for a term of two (2) years.

C. Society officers and some of the additional Directors shall be elected in even-numbered years. Other Directors shall be elected in odd-numbered years. If a non-officer Director, initially elected in an odd year, is subsequently elected as an officer, he or she shall retain his or her odd year orientation by continuing on the Board for one year following his or her term as an officer. The purpose of this provision is to provide continuity by having no more than about one-half of the directors beginning a term in any given year.

D. The term of office shall commence July 1 of the year in which the election has taken place and terminate on June 30 two years thereafter.

E. Directors shall not be compensated for their services as Directors. The Directors shall be entitled to reimbursement by The Society for reasonable and necessary expenses incurred in the execution of their duties and responsibilities. No member of the Board of Directors shall deal or contract with The Society in any manner, either personally or through any business entity in which any Director is an employee, director, or owner, either of record or beneficially. Nor shall any director or business entity with which any Director has such relationship enter into a subcontract with a contractor of The Society as vendor, purchaser, or otherwise. Nothing contained herein, however, shall prevent a Director or any business entity in which a Director is an employee, director, or owner, either of record or beneficially, from making grants of funds to The Society.

SECTION 5. VACANCIES

Vacancies among the Directors may be filled by appointment by the Executive Committee of the Board. If a director is appointed to fill a vacancy which occurs in the first year of a term the appointee will serve until the next annual meeting. At that time the post will be filled by election to a special one year term. A vacancy occurring in the second year of a term will be filled for the balance of the term.

SECTION 6. REMOVAL

- A. Any Director may be removed from office with cause by a two-thirds vote of the Board of Directors present at a duly constituted meeting. Non-participation may be considered to be sufficient cause.
- B. The call of the meeting at which a motion for removal from office of a Director is to be made shall clearly state that such a motion will be introduced, and the Director against whom such action is proposed shall be notified in writing that such a motion will be introduced.

SECTION 7. CHAIRPERSON OF THE BOARD OF DIRECTORS

- . The Board of Directors shall elect a Chairperson whose duties shall be to:
 - 1. Preside over all meetings of the Board of Directors;
 - 2. Promote the Society's goals and objectives and serve as a community spokesperson;
 - 3. The Chairperson may serve as chair of the Development Committee and direct fund-raising activities.
- B. The election of the Chairperson shall be the first item of business for each newly elected Board of Directors.

SECTION 8. MEETINGS OF THE BOARD OF DIRECTORS

- A. Frequency:
 - 1. The Board of Directors shall hold regular meetings at least quarterly on the fourth Thursday of April, July, October, and January. All meetings shall be open to the membership of The Society and the public.
 - 2. The Board may hold special meetings from time to time, called by the Chairperson of the Board or by the President of The Society.
- B. Executive Session: The Board of Directors may meet in executive session for the consideration of personnel matters, the acquisition of property, and consideration of potential or pending litigation or legal matter.
- C. Notice:
 - 1. Notice of regular quarterly meetings of the Board of Directors shall be sent to all Board Members and posted on the Society's website
 - 2. Notice of special meetings of the Board of Directors shall be sent to all Board Members and posted on the Society's website at least (5) days prior thereto
 - 3. Notice of meetings to be held in Executive Session shall be sent to all members of the Board of Directors at least five (5) days prior thereto.
- D. Quorum:
 - One greater than one-half the total number of members of the Board of Directors shall constitute a quorum for the purpose of conducting business.

ARTICLE SIX

EXECUTIVE DIRECTOR

The Executive Director shall be responsible for the day-to-day operation of The Laurel Museum and the other programs of the Society. The Executive Director shall serve at the will of the Board of Directors and in accordance with a job description provided by the Executive Committee of the Board of Directors, to whom the Executive Director will report and be responsible.

ARTICLE SEVEN

COMMITTEES

SECTION 1. THE EXECUTIVE COMMITTEE

- A. The Executive Committee shall consist of the Chairperson of the Board, The President, the Vice President, the Corresponding Secretary, Recording Secretary, and the Treasurer of The Society and three (3) additional directors to be appointed by the Chairperson of the Board of Directors. Only one member of any family may serve on the Executive Committee at any time.
- B. The Executive Committee shall exercise the powers and duties of the Board of Directors in the interval between regular meetings. The Executive Committee shall have all powers and duties of the Board of Directors in all of its activities and shall report to the Board at all regular meetings. Meetings of the Executive Committee may be held at any reasonable time and place as determined by the Chairperson of the Executive Committee, said Chairperson to be selected by the Executive Committee no later than the next meeting after its election.

SECTION 2: STANDING COMMITTEES

Membership Qualifications: Each Chairperson of a standing committee of the Board of Directors shall be a voting member of the Board; however, membership on the committees shall not be limited to the Board of Directors.

A. FINANCE COMMITTEE

The Finance Committee shall:

1. Monitor all financial aspects of the Society's affairs and report the substance of its meetings and any recommendations directly to the Board of Directors;
2. Recommend a yearly budget for approval by the Board of Directors
3. Oversee an annual audit or review
 - a. recommend an independent auditor on an annual basis;
 - b. establish the scope of the audit or review;
 - c. review the audit or review on completion;
4. Oversee insurance acquisition and needs;
5. Oversee maintenance of non-profit/tax exempt status with Federal and State government agencies.

B. DEVELOPMENT COMMITTEE

The Development Committee, appointed by the Chairman of the Board, shall develop and execute all phases of fund-raising from private sources.

C. INVESTMENT COMMITTEE

The Investment Committee, appointed by the Chairman of the Board, shall execute all phases of the investment interests of the Society

D. MEMBERSHIP COMMITTEE

The Membership Committee shall:

1. recruit and maintain membership;
2. serve as liaison with Society members.

SECTION 3: ADDITIONAL COMMITTEES

The Chairperson of the Board of Directors may appoint additional committees which may be needed to carry out the duties of the Board of Directors. The Chairperson of the Board may appoint the chairpersons of such committees or direct that they be elected by the committee.

ARTICLE EIGHT

MEETINGS

SECTION 1. ANNUAL MEETING

- A. The annual meeting of The Society shall be held at a suitable location within the City of Laurel in the month of May each year. All meetings shall be open to the entire membership and to the public, but only voting members may vote on matters at issue. Notice of the annual meeting shall be mailed to all members at least thirty (30) calendar days prior thereto. Persons who have been voting members for a period of thirty (30) calendar days prior to the annual meeting shall be entitled to vote either in person or by proxy at the meeting.
- B. A minimum of ten (10) members in good standing must be present to conduct business at the annual meeting.

SECTION 2. MINUTES

Minutes of all general membership meetings, all meetings of the Board of Directors, and all meetings of the Executive Committee shall be kept and shall be open to inspection by the public at reasonable times. Copies may be obtained at reasonable reproduction costs to be determined by the Board of Directors.

SECTION 3. RULES OF ORDER

The rules of parliamentary procedure set forth in "Robert's Rules of Order, Newly Revised," shall govern all proceedings of The Society, except as otherwise provided in these Bylaws.

ARTICLE NINE

FISCAL POLICY AND CONTRACTS

SECTION 1. RECEIPTS

The Directors of The Society are each authorized to receive and give a receipt for all monies due and payable to The Society from any source whatsoever on behalf of the Treasurer, who will endorse and deposit same in the name of The Society.

SECTION 2. SIGNATURES

Withdrawals from The Society's bank or other depository accounts may be made upon such signature or signatures of one of two Officers/Directors as the directors may from time to time by resolution direct.

SECTION 3. ACCOUNTS

- A. The accounts shall be maintained in accordance with generally accepted accounting principles. Investments from the investment account shall be limited to those investments authorized by Maryland law governing investments by fiduciaries.
- B. The Treasurer shall establish a cash operating fund, amount to be set by the Board of Directors, to be used by the Executive Director for cash expenses of The Laurel Museum.

Error! Bookmark not defined. SECTION 4. BORROWING

The Society may borrow money only upon the affirmative vote of a majority of the Directors and the issuance of a Corporate Resolution. The signatures of the President and the Treasurer shall be necessary on any note or other document of indebtedness.

SECTION 5. CONTRACTS

- A. Contracts may be signed on the Society's behalf by the President of The Society or by the Vice President. The Executive Director may contract on behalf of The Society to the extent that the purpose and funds being contracted for are specifically included in the approved operating budget.
- B. No officer, Director, member, or employee shall expend or contract to expend any money or incur any liability, unless the Treasurer, or his or her designee, or such other person who is designated by the President shall first certify that funds for the designated purpose are available and the expenditure is authorized by the Board.

Error! Bookmark not defined. SECTION 6. ANNUAL AUDIT OR REVIEW

An annual audit or review of The Society's accounts and financial statements shall be made by a Certified Public Accountant as directed by the Board of Directors. It shall be done in accordance with generally accepted standards. The report shall be addressed to the Board of Directors and will be available for inspection by the membership.

SECTION 7. FISCAL YEAR

The fiscal year of The Society shall end on the last day of March each year.

ARTICLE TEN

AMENDMENT OF BYLAWS

These Bylaws may be amended in whole or in part by a two-thirds majority vote of all of the voting members present and those represented by written proxy at a regular meeting of The Society. The proposed amendments shall be sent in writing to the membership thirty (30) days prior to the vote thereon, and shall be accompanied by a proxy form. A two-thirds favorable majority vote by the Board of Directors shall precede the presentation of the proposed amendments to the membership.

ARTICLE ELEVEN

IMPLEMENTATION OF AMENDED BYLAWS

This revision of the Bylaws is to go into effect on the first day of the month following their approval by the membership.

ARTICLE TWELVE

AMENDMENT OF THE ARTICLES OF INCORPORATION

The Articles of Incorporation of The Society may be amended by a vote of a two-thirds majority of all voting members in person or by proxy at a meeting called for this purpose provided the proposed amendment has been presented to the Board and has been approved by a majority of the Directors prior to the presentation to the membership.