

Constitution and Bylaws for B.A.S.H. Family Reunion

(Bean, Allen, Sheppard and Hollis)

Article I Name and Location

Section 1. This body shall be known as the B.A.S.H. Family Reunion consisting of the following family branches: Bean, Allen, Sheppard and Hollis.

Section 2. The organization has no official principal office. The organization may designate offices as the affairs of the organization may require.

Section 3. The B.A.S.H. Family reunion will alternate hosting sites between the state of Florida and the state of Georgia bi-annually on the even years.

Article II Objective

Section 1. The objective of this reunion is to meet, fellowship, socialize, and become acquainted with the descendants of this lineage and their connections.

Section 2. The purpose of the B.A.S.H. Family Reunion is to reunite family members and to enhance the growth and development of family unity.

Article III Mission

The mission of this B.A.S.H. Family reunion is to create a platform that embodies the essence of unity, genuine relationships, and service to both God and one another. We believe that by coming together as a unified family, we can strengthen our bonds and create lasting connections that transcend time and distance. We aim to pass on our cherished legacy and traditions to future generations, ensuring that the values and principles that define our family remain alive and well.

Article IV Membership

The membership of this reunion shall be comprised of the children, spouses, grandchildren and connections of the ancestors and branches of the Bean, Allen, Sheppard, and Hollis family generations.

Article V Area Chairs, Co-Chairs, and Reunion Rotation

Section 1. There shall be a designated Area Chair representing the state of Georgia and a designated Area Chair representing the state of Florida. Co-Chairs will organize under the leadership of the Area Chairs and shall come from designated cities or combined cities in Florida and Georgia. The purpose of the Area Chairs and Co-chairs would be to organize as a group to host the bi-annual reunion event. Area Chairs and Co-Chairs can be voted on by a two-thirds majority at any formal business meeting or may be determined by the current leadership within each state.

Section 2. The Reunion event will alternate between Georgia and Florida; therefore, the Reunion host will be determined based on the reunion rotation schedule (as set forth by the membership). Multiple Co-Chairs within the designated area may collaborate to host the Reunion event.

Section 3: Area Co-Chair Designations

The Co-Chairs will be designated for the following cities, city combinations, and counties:

- Georgia
 - Woodbine/Jekyll Island
 - Quitman/Valdosta
 - Atlanta
 - Albany
- Florida
 - Broward County
 - Dade County
 - Palm Beach County
 - Jacksonville

Additional Co-Chairs may be designated depending on family representation in a given area.

Section 4: Reunion Event Rotation

The family reunion event shall rotate as follows:

1. Atlanta
2. Broward County
3. Woodbine/Jekyll Island
4. Palm Beach County
5. Albany
6. Jacksonville
7. Quitman/Valdosta
8. Dade County

Section 5. There will be a registration fee assessed by the hosting area in accordance with the accommodations and preparations needed to cover the incurred expense of entertaining the reunion in its area, state, or locality. This fee will not exceed the maximum rate as determined by the general membership.

Article VI Meetings

Section 1. This reunion will meet for a celebration once every two (2) years on the weekends. This would be a Friday, Saturday, and Sunday for a three-day event. The Reunion is held the second weekend in July.

Section 2. **Bi-Annual Meeting:** The main business meeting of the B.A.S.H. Family Reunion Membership shall be held bi-annually at the B.A.S.H. Family Reunion event, on such date and at such time as may be fixed by the Executive Board, for the purpose of electing officers, receiving

annual reports of the Executive Board, financial reports of the hosting Area, and for the transaction of such other business as may be brought before the meeting.

Section 3. Executive Board Meetings: Regular meetings of the Executive Board will be conducted virtually and held monthly at a date and time agreed upon by the Executive Board Members. Special meetings of the Executive Board may also be called at any time by the President or by a majority of the current Executive Board members. The President may designate additional meeting dates. One-third of the Board members then sitting may, by written request, schedule additional meetings.

Section 4. Quarterly Business Meetings: Regular Business Meetings of the Executive Board and the Family Reunion membership will be held quarterly between Reunion bi-annual events. These meetings will be conducted virtually on a date established by the current Executive Board.

Section 5. Notice of Meetings: The Executive Board members shall receive notice no less than seven days prior to any regularly scheduled meeting. This notice will be given via email and may be followed up by text.

The general membership shall receive notice no less than seven days prior to any regularly scheduled quarterly business meetings. This notice will be given in writing via email and formal posts to the B.A.S.H. Family Reunion Facebook Group. Notice may also be posted on the B.A.S.H. Family Reunion website.

Article VII Officers and Executive Board

Section 1. This body shall hold an election of officers bi-annually at the business meeting of the family reunion event. The officers will be as follows: President, Vice President, Secretary, Treasurer, Chaplain, and Youth/Young Adult Liaison.

Section 2. These officers may serve a term of four (4) years and may be re-elected to serve no more than eight (8) years in succession or four (4) reunion cycles.

Section 3. Officer elections will be staggered such that no more than fifty percent of the Executive Board positions are changed. This maintains continuity and supports the transfer of information to new board members.

Section 4. There shall be officers appointed as follows: Nominating Committee Chair, Bylaws Committee Chair, and Webmaster. These officers may serve a term of two (2) years.

Section 5. **Composition of the Executive Board:** The number of Executive Board members shall be at least nine (9) and no more than (11). All Executive Board members shall be adults of no less than 21 years of age.

Article VIII Duties

Section 1. The duty of the President will be to conduct all business meetings for the reunion. The President shall be the principal officer of the organization and shall, in general, supervise and control all the business and affairs of the organization. He/she shall preside at all meetings of the organization. He/she may sign with the Secretary, certificates or any deeds, or other instruments which the organization has authorized to be executed; and in general, perform all the duties incident to the office of President and such other duties as may be prescribed by the organization from time to time. He/she shall assign or choose committees as deemed needful and necessary for carrying out the desires and wishes as agreed upon by the body and promoting pride, dignity, and love for one another among the family.

Section 2. The Vice President will fulfill the duties and responsibilities of the President should he/she be absent or unavailable at the time of any regular scheduled meeting of the family reunion. The Vice President will also assist the President as required.

Section 3. The Secretary shall attend the meetings of the organization and record the minutes of meetings; see that written notice of meetings are given; keep a register of the addresses of each member and perform all duties incident to the office of Secretary and such other duties as may be assigned by the President or organization. The Secretary will keep an accurate record of all proceedings for the reunion and prepare the same for publication. He/she will thus distribute a copy to the webmaster for posting to the website.

Section 4. The Treasurer shall be the principal accounting and financial officer and shall be responsible for the maintenance of all funds for the organization; receive and give receipts for monies due and payable to the organization from designated Area Host treasurers or other sources, and deposit all such monies in the name of the organization in such banks as shall be selected by the organization. Note that the Area Host leadership will elect a treasurer who will be responsible for the submission of monies to the Executive Board Treasurer.

He/she shall render to the membership an account of all his/her transactions as Treasurer and perform all of the duties incident to the office of Treasurer and such other duties as may be assigned by the President.

Section 5. The Chaplain recites or leads invocations and benedictions where such prayers are offered at the opening and closing of meetings or other events or selects someone else to do it. He/she also assists the hosting committee of each bi-annual reunion in the selection of guest speakers, singers, places of worship. If the Chaplain is also a clergyman, he/she will serve the B.A.S.H. assembly in that capacity in such manner as it may require.

Section 6. The Youth/Young Adult Liaison will be a central person who engages with the youth and young adults of the Family Reunion and gives feedback to the Executive Board and the Area Host Committee. This person shall help to bridge the gap between youth/young adults and the older population of the Family. This person shall play a key role in assuring that the family reunion continues to move forward by helping to attract more involvement of younger family members.

The following is a list of responsibilities and expectations of this role:

1. The Youth/Young Adult Liaison will be between the ages of 21 and 35.
2. The Liaison will be expected to attend all Executive Board Meetings, Quarterly Family Meetings, and Reunion Family Meetings.
3. The Liaison will lead a Focus Group meeting during the reunion to engage youth/young adults.
4. The Liaison will communicate with the Area Host or Area Committee to provide feedback for planning activities of interest to youth and young adults.

Article IX Duties of Appointed Officers

Section 1. The Parliamentarian will study, observe, and advise the family on all legal matters and in the conducting of parliamentary procedures.

Section 2. The Historian will conduct research, compile information, and record any findings of information that will increase knowledge of the family history and background or of any descendants of or family members.

Section 3. Webmaster - A website page has been designed and must be up and running at all times. It may be viewed at: <https://www.B.A.S.H.familyreunion.com/>.

Article X Recognition

Section 1. Any family member may be recognized for Scholastic Achievements, Attending Institutions of Higher Learning, Graduation, Job Promotion, New Marriages (Newlyweds), New Births, Anniversaries, Long Life, Reunion Attendance, and Life Achievements. These events may be reported to the hosting committee to be recognized in a manner consistent with the family mission and values.

Article XI Bylaws and Amendments

Section 1. This Constitution will be the guide, rules, and regulations for this Family Reunion. They may be changed or amended only by a two-third (2/3) majority vote of all members present at any given meeting of the reunion, having given notice of requested change twelve (12) months prior to present meeting. Desired change must be submitted in writing for presentation.

Section 2. Each Hosting Committee will plan and enforce the B.A.S.H. Family Reunion rules and regulations for operation. They must be in keeping with those set forth by this constitution, but do not have to be identical.

Section 3. Every Reunion Celebration will be planned for the second weekend of July to consist of a Friday, Saturday, and Sunday.

Section 4. Every Celebration will include some form of recreational activity, planned by the host site; a period of memory, honoring those family members who have passed away since our last reunion; and end with a form of spiritual devotion. A prayer or a worship service will meet this requirement. After the spiritual devotion, all will bid final farewells, the benediction and a dinner. These requirements can be spread out over a three-day period culminating in various activities.

Article XII Money

Section 1. All checks, drafts, or other orders for payment of money, or other evidence of indebtedness issued in the name of the B.A.S.H. Family Reunion shall be signed by two officers of the Executive Board.

Section 2. All funds of the B.A.S.H. Family Reunion shall be deposited to the credit of the organization in such banks as the Executive Board may select.

Section 3. All monies collected from the B.A.S.H. Family Reunion host committee as startup capital shall be returned after the family reunion expenses have been met. Expenses should be finalized by the October Quarterly Meeting following the reunion event. Any monies left over, if applicable, shall be returned to the B.A.S.H. Family Reunion Treasurer as “seed money” for the next family reunion event.

Section 4. A designated collection will be taken during the reunion event to be given to the next host as “seed money”. A second collection will be taken during the Sunday service to be donated to a church or other Christian organization or cause.

Section 5. Administrative expenses are a necessary cost of operations. These expenses will be included in the overall budget for the family reunion and provisions will be made to cover them.

Article XIII Reunion Event Business Meetings

Section 1. There will be at least one (1) business meeting at every reunion gathering of the family.

Section 2. Each host committee will have as its voting representative their elected officers as designated by their general membership.

Section 3. All Business Meetings will open and close with prayer.

Article XIV Order of Business

Section 1. Order as follows:

- Opening Prayer
- Reading of last minutes (for adoption)
- Treasures Report (for information)
- Old Business
- New Business
- Adjournment

Founder(s) and History of the B.A.S.H. Family Reunion

The B.A.S.H. Family Reunion was founded in July 1986 under the vision of Charles Sheppard (wife Dorothy Sheppard) to unite the Sheppard family members of Jacksonville, Fl. in a local park started off with a small handful.

In 1988, the first actual family reunion event was held in Jacksonville, Florida with the Beans, Allens, Sheppards and Hollis' family lines. Family members present were Charles Sheppard (President), Louise Allen-Bassa (Vice President), and Thelma (Bean) Allen. It was noted that the family reunion will be Friday, Saturday and Sunday. The family reunion will be every year. The family reunion will alternate between Florida and Georgia.

Historical Record of Bylaws Changes to Annual Meetings and Locations

Initial By-Laws were proposed in July of 1987.

- Change to Article IV, Section 1. Annual Meetings - Changes were made in the initial proposal and approved July, 1988.
- Change to Article IV, Section 1. Annual Meetings was proposed and voted to hold the reunion every other year on the even years. (Change Approved 1988)
- Change to Article IV. Section 1 Annual Meetings was proposed and voted at the 1987 BASH family reunion will alternate from two states Georgia and Florida. (Change Approved 1988)

Revisions

Initial Adoption of Bylaws – April 21, 2024, BASH Family Reunion Quarterly Business Meeting - Virtual

Revision Date	Description	Meeting Event/Location
July 13, 2024	Add Article XII, Section 5	Business Meeting, Daytona Beach, FL