

BY-LAWS OF FRIENDS MEETING OF WASHINGTON, D. C.

October 1980

ARTICLE 1

Name, Location and Purpose

- Section 1 The name of this corporation shall be "Friends Meeting of Washington, D.C."
- Section 2 The Meeting House and General Offices shall be in Washington, D.C. at #2111 Florida Avenue, Northwest.
- Section 3 The Meeting shall be devoted to religious purposes according to the practices of the Religious Society of Friends.

ARTICLE 2

Board of Trustees

There shall be a Board of Trustees, which shall consist of 12 members, each elected by the Meeting for a term of 6 years. The Board shall have legal custody of the Meeting's property and be responsible for the maintenance of adequate insurance and the fulfillment of the intent and purposes of the founders and donors of the property. The Board shall be divided into three equal groups, the term of one group expiring October 1977, the term of the second group expiring October 1979 and the third group expiring October 1981. In every second year the Board at its April meeting shall consider its needs with respect to the forthcoming terms. Representatives of the Board of Trustees should consult with the Nominating Committee about them by the end of May and may also give that Committee suggestions as to possible nominees. The Nominating Committee reports its recommendations to the September Meeting for Business with appointments or reappointments by that Meeting to take effect after the regular meeting of the Board in October.

In the event of failure to name members of the Board at the specified time, the members whose terms are expiring shall continue to serve until their successors are named. When a vacancy occurs in the Board it shall be filled, for the unexpired term, in the same way, the consideration of its needs being made at either a special or regular meeting of the Board. No person not a member of the Society of Friends shall serve as a trustee. Members who have been appointed to two full consecutive terms are not eligible for reappointment until after a 1 year interval.

ARTICLE 3

Officers

The Officers of the Board shall be a Chairman, a Vice Chairman and a Secretary, who shall be chosen by the Board from its own body. The Meeting shall also have a Treasurer and an Assistant Treasurer, who may or may not be regularly elected members of the Board of Trustees, who shall be chosen by the Meeting in accordance with the Discipline.

ARTICLE 4

Meetings of the Board; Quorum

The Board shall hold regular meetings in April and October. These meetings shall be either at 12:30 p.m., on the Sunday of the Monthly Business Session of the Meeting, at the Meeting House, or at such other time and place for which written notice is given at least three days in advance.

A Special Meeting of the Board may be called at any time by the Chairman when he deems it necessary, upon three days written notice. He shall call a Special Meeting in the same manner upon the written request of three members of the Board.

Six members shall constitute a Quorum for the transaction of business.

ARTICLE 5

Powers and Duties of the Chairman

The Chairman, when present, shall preside at all meetings of the Board. He shall have general direction and supervision of the officers of the Board, subject at all times to the advice and direction of the Board.

The duties of the Vice Chairman shall be to perform the duties of the Chairman in his absence.

ARTICLE 6

Powers and Duties of the Secretary of the Board

The Secretary of the Board shall make and preserve a record of all meetings of the Board and of their acts and proceedings and authenticate the same. He shall have the care and custody of such other papers and records as the Board may direct, and shall have the custody of the Corporate Seal.

ARTICLE 7

Powers and Duties of the Treasurer and Assistant Treasurer

The Treasurer and Assistant Treasurer shall each be bonded in an amount and in a bonding company approved by the Board of Trustees. They shall perform their duties as specified by the Discipline under direction of the Meeting or the appropriate committee of the Meeting.

ARTICLE 8

Investments and Securities

All stocks, bonds, notes, title deeds, mortgages and other evidences of property (other than cash funds) shall be deposited and kept by the Treasurer in a safe deposit box in such safe deposit or Trust

Company as the Board may determine. The Treasurer and the Assistant Treasurer, or either of them, shall have access to the safe deposit box.

ARTICLE 9

Tenure of Office

It shall be in the power of the Board to remove any of its officers at any time, and all such shall be chosen subject to this provision. It shall also be in its power to remove any of its own members, subject, however, to the approval of the Meeting.

ARTICLE 10

Amendments

These by-laws may be amended, altered, or repealed by a vote of two-thirds of all the members of the Board at any regular or special meeting provided that written notice outlining the proposed changes is given ten days before such regular or special meeting.

Revised May 1, 1951

Article 2: Revised December 7, 1975 and October 10, 1976 and December 16, 1978

Article 4: Revised October 1, 1972

COPY

CERTIFICATE OF INCORPORATION
OF
FRIENDS MEETING OF WASHINGTON, D. C.

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, being persons of full age, all of whom are citizens of the United States and a majority of are citizens of the District of Columbia, desiring to associate ourselves in a society for the purposes hereafter set forth, and in accordance with the provisions of Chapter XVIII, sub-chapter 111 of the Act of Congress entitled "An Act to establish a Code of Law for the District of Columbia," approved March 3, 1901, as amended by subsequent acts of Congress do hereby certify:

FIRST: Name. The name or title by; which this Society shall be known in law is "Friends Meeting of Washington, D. C."

SECOND: Term. The term for which it is organized is perpetual.

THIRD: The particular business and objects of the society. The society shall be devoted to religious purposes.

FOURTH: Number of Trustees. The number of its trustees or managers for its first year of existence shall be nine.

IN TESTIMONY THEREOF, we have hereunto set our hands and seals this 20th day of June, 1930.

T. Janney Brown (SEAL)

Edmund C. Stanton (SEAL)

Daniel N. Shoemaker (SEAL)

UNITED STATES OF AMERICA)
DISTRICT OF COLUMBIA)

ss:

I, E. Marjorie Hammerley, a Notary Public in and for the District of Columbia, do hereby certify that T. Janney Brown, Edmund C. Stanton, and Daniel N. Shoemaker, parties to a certain Certificate of Incorporation bearing date on the 20th day of June, 1930 and hereto annexed, personally appeared before me in said District of Columbia: the said T. Janney Brown, Edmund C. Stanton and Daniel N. Shoemaker being personally well known to me as the persons who executed the said Certificate of Incorporation, and each and severally acknowledged the same to be his respective act and deed.

GIVEN UNDER MY HAND AND SEAL This 20th day of June, 1930.

E. Marjorie Hammerley

My Commission expires July 3, 1934.