

The Constitution and By-Laws of the Canal Winchester Area Historical Society have been combined into one (1) legal document, called the By-Laws, which will govern the Canal Winchester Area Historical Society (CWAHS) and National Barber Museum and Hall of Fame (NBM&HOF).

In addition, Standing Rules have been added to the By-Laws to govern the day-to-day operations that do not require by-law authority and would not require an amendment of the By-Laws to change, such as dues.

## Standing Rules:

1. The fiscal year of the CWAHS and NBM&HOF is January 1 to December 31.
2. CWAHS Dues:
  - Individual Membership - \$10/fiscal year
  - Life Membership - \$150
  - Student Membership - \$8/fiscal year
  - Organization and Business Membership - \$100/fiscal year
3. NBM&HOF Dues
  - Individual Membership - \$20/fiscal year
  - Family Membership - \$35/fiscal year  
(family membership: 2 adults and all children 18 and under)
4. Sales Tax must be collected on items sold in the NBM&HOF gift shop. The curator is responsible for fulfilling all state requirements in the collection and payment of said tax.
5. Expenses for attending convention(s) must be paid by the individual(s) attending said convention(s) or by monies received from grant(s).  
(This was approved at the December 14, 2015, Board of Trustees meeting.)
6. If a member or member(s) of the CWAHS or NBM&HOF commits either organization to a project or event without the advanced approval of the Board of Trustees, then said person(s) are responsible for any and all liabilities and/or financial expenses incurred by that project/event.
7. The CWAHS maintains a fairly substantial and varied collection of artifacts in its collection. Each item within the collection is "accessioned." If for any reason the item is to be permanently removed from the collection, the item must be "de-accessioned." Any change in status or location (removed from collection, moved or borrowed) of any item(s) in the collection should be made only with the approval of the Collections Committee.