

BY-LAWS OF HIG: The Historic Interiors Affiliate Group of the Society of Architectural Historians

As proposed to the HIG Executive Board, 12.15.2021

Ratified by unanimous vote at HIG General Business Meeting at SAH 2022 in Pittsburgh,
April 28, 2022

Preamble

The SAH Historic Interiors Affiliate Group (HIG) was established in December 2019 and is a group of scholars affiliated with the Society of Architectural Historians who share a common, scholarly, or other, interest aligned with the SAH mission.

The Mission of the Group is to gather people together to foster scholarly inquiry on the history of the interior within and beyond the SAH, supporting teachers, researchers, curators, archivists, librarians, publishers, and practitioners.

The Objectives of the Group are to provide a platform for collaborative scholarship and a forum for discussion; to document, support, and advance research, publication, education, and exhibition initiatives. These objectives are to be revisited and revised, if appropriate, every five years.

By-Laws

I. **Membership**

Membership in the Historic Interiors Affiliate Group (HIG for short) consists of those persons who have paid current annual dues to SAH, at the general or affiliate level, and who share a common interest in the history of interiors. To join the Group, a PDF application form shall be posted on the SAH website, and individuals shall sign up as part of the process of joining SAH or renewing their membership. Alternatively, potential members can also join HIG separately, as an affiliate member of SAH. At the end of every month the SAH Director of Membership will notify the Group about new members.

II. **Name**

The name of this organization is the Historic Interiors Affiliate Group of SAH, HIG for short.

III. **Purpose**

The purposes for which the corporation is organized are educational and charitable, namely:

- A. To promote an appreciation, investigation, and study of historic interiors through the publication, and dissemination of information about interiors, documentation of interiors, pedagogy, archival collections

VI. Committees

- A. **Executive Committee:** The Executive Committee shall consist of the President, the Secretary, and chosen members of the Working Committees. The Executive Committee shall carry out the policy decisions of the membership. The Executive Committee shall meet at the discretion of the President, typically every other month, or upon request of any three (3) members of the Committee. The President may request additional meetings if deemed necessary.
1. The Executive Committee shall determine the objectives of HIG, have general supervision of the affairs of HIG, and shall assure the continuity of the organization
 - a. Shall approve all programs and projects bearing the name of HIG
 - b. Shall determine what committees in addition to the Nominating Committee are to be created, together with their powers and responsibilities;
 - c. Shall fill any vacancies that occur in the officers of the HIG during their terms, by proposing and voting on interim officers
 - d. Shall set dates for the fall and spring business meetings and such other meetings of the membership as it shall call
 - e. Shall determine its own quorum and establish rules for the transaction of its business.
- B. **Working Committees:** Active members of HIG may participate in the work of the following committees: Research, Events, Communications, Emerging Scholars, and Pedagogy as well as any other committees that might be created in the future.
1. Each committee:
 - a. Shall annually solicit applications for membership from the general HIG membership at the HIG Fall Business Meeting as well as from non-HIG members, as needed.
 - b. Shall determine their own agenda and activities, with the approval of the Executive Committee and Advisory Board.
 - c. Shall provide a written report of its activities on a quarterly basis to the HIG President, who will share with the Executive Committee and the Advisory Board.
 - d. Shall determine their own quorum and establish rules for the transaction of its business.

VII. Advisory Board

- A. There shall be ten appointed Advisory Board Members who will be appointed for two (2) year terms, on a staggered basis, with a third of the Board elected at each Spring Business Meeting. No appointed Board Member is eligible for more than two (2) consecutive terms. The President of HIG will appoint the Board Members with the approval of the Executive Committee.
- B. There shall be an additional appointed Board Member: SAH Board Liaison, typically the SAH Second Vice-President. This member will be determined by the SAH Board. Additional appointed positions may only be established by an amendment to the by-laws.

