

LAKE DESIRE COMMUNITY CLUB

CONSTITUTION AND BY-LAWS

Revised 2/28/12

CONSTITUTION

ARTICLE I NAME

The name of this organization shall be the Lake Desire Community Club.

ARTICLE II PURPOSE

The purpose of this Club is to promote the material and social welfare of the community; especially to promote and encourage the welfare of the community, to encourage community spirit, and to cooperate with other community clubs for mutual benefit.

ARTICLE III POLICY

The Club shall be apolitical, civic-oriented and non-sectarian.

ARTICLE IV MEETINGS

Section 1 The Club will have a function and/or meeting once per quarter.

Section 2 Special meetings may be called by a majority of the Executive Board, or by the President at the written request of five (5) members in good standing. Notice of such meetings shall be given to members at least one (1) day in advance. Notice of such meetings shall state the business to be conducted.

Section 3 Seven (7) members of the Club shall constitute a quorum at all regular and special meetings. A majority of the Executive Board shall be considered a quorum at all Executive Board meetings.

ARTICLE V MEMBERSHIP

Section 1 Membership is open to owners or renters of property within the club boundaries. (See Bylaws Article X)

Section 2 Membership in the Club shall be personal to the individual admitted and shall not be transferable; and no rights to vote in or participate in the meetings or functions of the Club shall be exercised other than in person; and no rights shall be exercised by proxy.

ARTICLE VI OFFICERS

Section 1 The Officers of the Club shall be the President, Vice-President, Secretary, and Treasurer. Five (5) Directors together with the

Officers shall constitute the Executive Board. Directors may also serve as Officers.

Section 2 To be elected a Director, a person must have held an office in or been a member of the Club for three (3) consecutive years prior to election year, and must have attended one (1) Executive Board meeting in the year prior to nomination.

ARTICLE VII FISCAL YEAR

The fiscal year shall be from January 1 to December 31.

ARTICLE VIII DISPOSAL OF PROPERTY

In the event of dissolution of this organization, all assets shall be disposed of to a charitable or non-profit organization in compliance with ARTICLE III of this Constitution, and no other assets shall accrue to any present or previous member.

ARTICLE IX CONSTITUTIONAL AND BY-LAW AMENDMENTS

This instrument may be amended by a two-thirds (2/3) vote of the members in attendance and voting at any regular meeting of the Club, provided that a copy of such proposed amendment shall have been filed with the Secretary and read to the Club at the previous meeting.

BY-LAWS

ARTICLE 1 MEMBERSHIP DUES

Membership dues shall be as specified by the membership at a regular meeting and approved by a two-thirds (2/3) majority vote of the members in attendance. Membership dues are payable before or at the January meeting for that year. Dues become delinquent after the January meeting.

ARTICLE II ELECTION OF OFFICERS AND DIRECTORS

Section 1 The Officers of the Club shall serve one (1) year or until their successors are duly elected and qualified. The Directors shall be elected for a five-year term of office. The term of office for a Director will expire every fifth year, thus electing one Director each year. Directors may be re-elected.

Section 2 Any Officer or Director may resign at any time by delivering written notice to the President or Secretary. Vacancies of the office shall be filled by temporary appointment by the President until the next regular meeting after the vacancy occurred.

Section 3 Nominations and elections are to be held in January. Election shall be by written ballot and/or by email, unless unopposed. The method of election shall be designated in the notice sent for the January membership meeting.

Section 4 Members nominated for office must have attended at least one (1) meeting in the year prior to nomination, be a member in good standing (dues paid), and have been a member for one (1) year prior to nomination.

ARTICLE III DUTIES OF OFFICERS AND DIRECTORS

Section 1 The President shall preside at all meetings of the Club and Executive Board, of which he/she is Chairperson; and shall sign, with the Secretary, all instruments requiring approval of the membership; and shall also have all powers and duties usually incident to the office or delegated by the Executive Board.

Section 2 The Vice-President shall assist the President in the discharge of duties and shall assume the duties in the absence of the President.

Section 3 The Secretary shall keep a correct account of the proceedings of the Club and perform all the usual duties of the office. The

Secretary shall maintain records of attendance of the Club members. The Secretary shall keep the warranties for items purchased by the Club, and keep a record of inventory.

- Section 4 The Treasurer shall receive all funds for the Club and give receipt therefore. The Treasurer shall pay all bills authorized by the Directors. The Treasurer will make no reimbursements without a receipt. The Treasurer will be bonded at the discretion of the membership. The bank shall have on file the signatures of the Treasurer, and two other Officers or Directors. The signatures of any two (2) of these shall be sufficient to negotiate the check, but the Treasurer shall always be one of the signers, unless absent.
- Section 5 The Executive Board shall be legal administrators and be responsible for and have direct supervision over the property of the Club, and any business venture entered into by the Club. Three (3) or more members of the Executive Board shall audit the books and/or business ventures of the Club as is necessary. The Treasurer's books will be audited once a year or when the books are turned over to a new Treasurer.
- Section 6 In the event that a regular or special meeting does not result in a quorum, a quorum of the Executive Board shall have the authority to conduct business of the Club.
- Section 7 The President, Vice-President, Rental Committee Chairperson, and Social Chairperson shall have keys to the clubhouse. The President may issue additional keys as required, and keep a record of keys issued.

(Redundant – See constitution, Article IX)

ARTICLE IV COMMITTEES

- Section 1 Special committees and delegates may be appointed at the will of the President.
- Section 2 The Rental Committee will be responsible for keeping the building supplied with the necessary items. The Rental Committee will purchase all supplies and turn in receipts to Treasurer for reimbursement.
- Section 3 The responsibility of filing the Articles of Incorporation with the State of Washington shall be the responsibility of a member known or titled as a registered agent, appointed by the Board of Directors.

The registered Agent will remain in office as long as the duties are properly performed.

ARTICLE V WRITTEN COMMUNICATIONS

Only communications and letters authorized by the Executive Board or by the membership shall be transmitted on the official club stationary.

ARTICLE VI RULES

“Robert’s Rules Of Order”, revised, shall govern the conduct of all meetings, except as may otherwise be provided herein. A copy of Robert’s Rules shall be provided to the President of the Club.

ARTICLE VII NOTICES

When matters of special importance are to be considered, the widest possible notice shall be given to the members in order to secure as large an attendance as possible. Such notice may be given by e-mail, mail, , or orally.

ARTICLE VIII VOTING

Section 1 All general voting on regular business shall be “aye” or “no”, secret ballot, show of hands, or standing vote. Balloting for Officers and Directors shall be by secret ballot and shall require a majority of votes cast – unless unopposed. No proxy votes allowed.

Section 2 All members in good standing (dues paid) are voting members.

ARTICLE IX RECALL OF OFFICERS AND DIRECTORS

Any elected Officer or Director may be recalled for malfeasance of office or negligence by written resolution. Such resolution must be read at two regular meetings of the Club and on the second reading, if carried by a two-thirds (2/3) vote of the members present, the recall shall become effective immediately. Provided, however, that any elected officer who shall be absent from three (3) consecutive meetings without an excuse acceptable to the majority of the membership present shall be automatically dropped from office and a replacement shall be elected at the next regular meeting. The excuse must be presented before the third (3rd) consecutive meeting.

ARTICLE X CLUB MEMBERSHIP BOUNDARIES

The Club boundaries consists of those parcels in the Lake Desire area that may be accessed via 172nd Ave SE. This includes all parcels accessed by E Lake Desire Dr SE, W Lake Desire Dr SE, and their side streets except for Woodside Dr SE and SE 181st Pl.

ARTICLE XI DEFINITIONS

Absent: Unavailable for a period of thirty (30) days.

Members in good standing: Those members who have paid their membership dues for the current year.

Members eligible to vote for Officers and Directors: Those members who have been in good standing for the five (5) months prior to the election.