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1938

# OFFICIAL COPY

CONSTITUTION AND BY-LAWS,  
RULES AND REGULATIONS

As Amended To Date

of the

SOUND BEACH PROPERTY OWNERS'  
ASSOCIATION, Inc.

Furnished with

## 1938 Membership Credentials

J No 1074

*Henry J. Werner*  
*5253 Douglason Park*  
*Douglason NY*

# Constitution and By-Laws

of the

## SOUND BEACH PROPERTY OWNERS' ASSOCIATION, Inc.

### CONSTITUTION

#### ARTICLE ONE

##### Name

This Corporation shall be known as the Sound Beach Property Owners' Association, Inc.

#### ARTICLE TWO

##### Membership

A—Any individual owning Real Property, or being a party to a contract for the purchase of Real Property in the premises known as Sound Beach, Town of Brookhaven, Suffolk County, N. Y., shall be eligible for membership in this corporation.

B—All privileges and benefits derived from membership in the Corporation, shall be confined to the members of the household and visiting guests of the property owner member. No membership shall be divided, or the annual dues of the Corporation apportioned among more than one property owner. A partner ownership shall be classified as one.

#### ARTICLE THREE

##### Officers

There shall be a President, a First Vice-President, a Second Vice-President, a Third Vice-President, a Recording Secretary, a Financial Secretary, a Treasurer, a Police Commissioner, a Highway Commissioner, a Commissioner of Parks and Property, a Sanitation Commissioner, a Captain of Life Guards, a Sergeant-at-Arms and an Assistant Sergeant-at-Arms. These officers shall be elected at the annual meeting, and shall serve for one year, or until their successors have been legally elected and installed.

#### ARTICLE FOUR

##### Board of Directors

There shall be a Board of Directors consisting of fifteen (15) members, five (5) of which shall be elected at each Annual Meeting, to serve for the term of three (3) years, or until their successors have been legally elected and installed.

### ARTICLE FIVE

#### Meetings

Section One. The annual meeting of this corporation shall be held on the third Tuesday in December in the City of New York, N. Y.

Section Two. Regular meetings of the Corporation shall be held on the third Tuesday in the months of Feb., Oct. and Dec. The December meeting shall be the Annual Meeting as provided in Section One, Article Five. These meetings shall be held in the City of New York, N. Y.

Section Three. Special Meetings may be called by the President or at the direction of the Board of Directors, or the President shall, upon presentation to him of a petition signed by thirty-five members of the Corporation, call a Special Meeting. Said petition must contain the specific purpose for which this meeting is to be called.

Section Four. Notice of Special Meeting must state the purpose or purposes for which the meeting is called, the time when and place where it is to be held, and shall be served personally or by mail upon each member residing within the United States entitled to vote at such meeting, not less than ten nor more than forty days before the meeting. If mailed it shall be directed to each member entitled to such notice at his or her address as it appears on the records of the Corporation.

Section Five. Twenty-five members present at any regular or special meeting shall constitute a quorum.

### ARTICLE SIX

#### Amendments

If an amendment to this Constitution should be proposed at any Regular Meeting of this Corporation, it may be made, if carried by a Three-Fourths vote of those voting, provided however, that the proposed amendment has been presented to the Board of Directors, and their recommendation has been presented to the members of the Corporation in meeting assembled and notice of the proposed amendment has been mailed to each member at least five days before the vote is taken.

### BY-LAWS

#### Section One

A—Membership and Dues. Any individual owning Real Property or being a

party to a contract for the purchase of Real Property in the premises known as Sound Beach, Town of Brookhaven, Suffolk County, N. Y., may become a member of this Corporation upon certification of eligibility and payment of annual dues and assessments.

B—Tenant residents may enjoy the privilege of the beach, water supply and garbage removal upon presentation of the Owners' Credentials of Membership, or may obtain same privileges by payment of the annual dues.

C—Dues are due and payable, January 1st, or may be paid in monthly installments until April 1st, by which time full payment must be made. Membership credentials will be issued only upon full payment. Applications for membership may be made after April 1st, and must be accompanied by the annual dues.

All membership credentials furnished by the Corporation to its members, shall remain the property of the Corporation. It shall be the right of the Corporation through its authorized representatives to refuse the use of the Beach, Parks, Water Supply, or other Corporation Property, and to recover such credentials as shall be found in the possession of persons not rightfully entitled thereto. No member shall, give, loan or sell corporation credentials issued to him to another property owner, or other resident of Sound Beach.

D—No one not a member in good standing, shall be entitled to the privileges of the Corporation with the exception of tenant residents referred to in Section One, Paragraph B of the By-Laws.

E—Guest-cards may be issued by the Police Department, only to guests of recognized Realtors, and will be valid only for the date stamped thereon.

### SECTION TWO

#### Duties and Powers of Officers

A—President. The President shall preside at all meetings of the Corporation; shall be ex-officio of all committees; shall have the power to call special meetings as herein provided for; shall appoint all committees except as otherwise instructed by a majority vote of the members at a regular or special meeting of the Corporation, except as hereinafter provided for. He shall also have the power to employ and discharge servants and

...ees of the Corporation, by and  
...n the approval of the Board of Direc-  
...s as hereinafter provided for. He shall  
...gn all necessary documents. He shall  
...be empowered to expend a sum not to  
...ceed One Hundred Dollars (\$100) in  
...an emergency. He must approve all  
...vouchers before payment and countersign  
...all checks.

**B—1st Vice-President.** He shall per-  
form the duties and have the rights and  
powers of the President in case of ab-  
sence or disability of the President, or of  
his withdrawal from the chair for the  
purpose of participating in the proceed-  
ings at all the meetings of the Cor-  
poration.

**C—2nd Vice-President.** The Second  
Vice-President shall perform the duties  
of the First Vice-President in his absence.

**D—3rd Vice-President.** The Third  
Vice-President shall perform the duties  
of the Second Vice-President in his ab-  
sence.

**E—Recording Secretary.** The Record-  
ing Secretary shall record the proceed-  
ings of all the meetings of the Corpora-  
tion in a bound minute book, and shall  
furnish a copy of the minutes to the  
President and to the Chairman of the  
Board of Directors, prior to the subse-  
quent meeting. The minutes shall be  
signed by the Recording Secretary and  
countersigned by the President, upon ap-  
proval by the members of the Corpora-  
tion. He shall be custodian of all records  
except such as are specifically assigned  
to others. He shall be custodian of the  
Seal of the Corporation and shall affix  
same when required. He shall give and  
serve all notices of the meetings of the  
Corporation except as otherwise provided  
for. He shall present at each meeting all  
communications. He shall attend to all  
correspondence and perform all the du-  
ties incident to the office of Recording  
Secretary.

**F—Financial Secretary.** The Financial  
Secretary shall receive all monies due  
the Corporation and shall record and  
transfer same to the Treasurer weekly,  
with a detailed statement thereof. He  
shall furnish the Recording Secretary  
with a list of all new members weekly.  
He shall furnish each member with the  
credentials of membership upon full pay-  
ment of annual dues and assessments.  
He shall be bonded for the sum of One  
Thousand Dollars (\$1,000) immediately  
following his election to office. This bond  
may be increased or decreased from time  
to time at the direction of the Board of  
Directors. The Corporation shall defray  
the expense of this bond.

**G—Treasurer.** The Treasurer shall de-  
posit all monies received from the Finan-  
cial Secretary in a depository designated  
by the Board of Directors. He shall keep  
an itemized record of all monies received.  
He shall prepare vouchers for all bills  
rendered and present same for the ap-  
proval of the Board of Directors and  
Members of the Corporation at a Regular  
or Special Meeting. He shall pay all prop-  
erly approved vouchers by check, prop-  
erly numbered, signed by himself and coun-  
tersigned by the President. All vouchers  
shall be numbered consecutively and  
properly entered in detail in the proper  
record books. He shall be bonded for the  
sum of Five Thousand Dollars (\$5,000),  
immediately following his election to of-

...ce, and this may be increased or de-  
creased from time to time at the direc-  
tion of the Board of Directors. The Cor-  
poration shall defray the expense of this  
bond.

**H—Sergeant-at-Arms.** The Sergeant-  
at-Arms shall preserve order at all meet-  
ings and be guided by the instructions of  
the chair.

**I—Assistant Sergeant-at-Arms.** The  
Assistant Sergeant-at-Arms shall assist  
the Sergeant-at-Arms and shall fulfill  
his duties in his absence.

**J—Eliminated by amendment.**

**K—Police Commissioner.** The Corpora-  
tion shall provide and maintain Police  
Protection at Sound Beach under the su-  
pervision of the Police Commissioner,  
who shall be responsible for the opera-  
tion and efficiency of this protection.

**L—Sanitation Commissioner.** It shall  
be the duty of the Sanitation Commis-  
sioner to devise ways and means to pro-  
tect the health and comfort of the resi-  
dents of the community of Sound Beach  
and shall be responsible for the execution  
of such rules and regulations as shall be  
adopted from time to time by the Cor-  
poration to provide for proper sanitary  
conditions.

**M—Highway Commissioner.** It shall  
be the duty of the Highway Commis-  
sioner to supervise improvements, repairs  
and maintenance of all roads and high-  
ways over which the Corporation pos-  
sesses the right of way.

**N—Commissioner of Parks and Prop-  
erty.** It shall be the duty of the Com-  
missioner of Parks and Property to su-  
pervise improvements, repairs and main-  
tenance of all Parks and Properties  
owned and operated by the Corporation.

**O—Captain of Life Guards.** The Cor-  
poration shall provide and maintain Life  
Saving Protection at the Beach under the  
supervision of the Captain of Life  
Guards.

**P—Board of Directors.** It shall be the  
duty of the Board of Directors to inves-  
tigate, prepare and present in writing,  
at the next meeting of the Corporation,  
with its recommendation, all business to  
come before the meeting. All applica-  
tions to the Police and Life Saving  
Departments must be investigated and  
approved by the Board of Directors be-  
fore appointment may be made to the  
respective departments. It shall act as  
a Trial Board to hear charges preferred  
against any officer of the Corporation  
and shall present its finding to the mem-  
bers. It shall have the power to call  
Special Meetings as provided in Section  
3, Article 5, of the Constitution. Find-  
ings of the Police Trial Board shall be  
final upon the approval by the Board of  
Directors which shall have the power to  
order a re-trial. It shall select from  
among its members a Chairman and  
Secretary to serve for the term of one  
year.

**Q—Any officer or member of the  
Board of Directors, who after the proper  
notice shall absent himself from three  
consecutive meetings, shall be liable to  
a charge of neglect of duty. After a  
proper hearing, if found negligent, re-  
commendation shall be made that his of-  
fice be declared vacant.**

**R—It shall be the duty of all officers  
to inform the President, by written re-**

...port at least semi-monthly from May to  
September and monthly from October to  
April, inclusive, of all activities in force  
or proposed, and the progress of same.  
A copy of each report shall be furnished  
also to the Secretary of the Board of Di-  
rectors.

### SECTION THREE

#### Nomination and Election of Officers and Members of the Board of Directors

**A—**There shall be a nominating com-  
mittee consisting of seven members, se-  
lected at the February meeting of the  
Corporation, three shall be appointed by  
the President, and four shall be elected by  
the members present. This committee  
shall prepare a complete slate of officers  
and present same at the October meet-  
ing of the Corporation. The names of  
those nominated by the committee for  
the various officers shall be published in  
the September issue of the "Bulletin."

**B—**An opposition slate or slates may  
be presented at the October Meeting  
upon petition, signed by thirty-five mem-  
bers in good standing.

**C—**The annual election shall take place  
at the December Meeting of the Cor-  
poration and be by printed ballot.

**D—**Vacancies caused by the death, re-  
signation or neglect of duty shall be filled  
at the next regular meeting. Nomination  
and election shall take place concurrent-  
ly. Special elections shall be by written  
ballot.

### SECTION FOUR

#### Standing Committees

**A—**There shall be a Committee of  
Trustees consisting of the President,  
Secretary and Treasurer, who shall have  
the custody of all documents of the Cor-  
poration which shall be kept in a safe  
deposit box. Access to the box may be  
had by any two of the three members  
of the Committee.

**B—**There shall be an Auditing Com-  
mittee consisting of five members, who  
shall make and publish an annual audit  
of the records of the Corporation. They  
shall be empowered to examine the rec-  
ords of the Corporation at such other  
times during the year as directed by the  
Board of Directors. The members of this  
Committee shall be selected at the De-  
cember meeting. Two shall be selected by  
the President and three nominated and  
selected by the members present.

**C—**The Membership Welfare Com-  
tee. The duty of this committee shall be  
to establish zones to secure memberships  
and bring to the attention of the Cor-  
poration the requirements of the mem-  
bers therein. This Committee shall con-  
sist of one representative of each zone  
who shall be appointed by the chairman.  
The First Vice-President shall be the  
chairman of this committee.

**D—**There shall be a House Committee  
consisting of five members appointed by  
the Second Vice-President who shall be  
the chairman of this committee. They  
shall perform the customary duties of  
the House Committee.

**E—**There shall be an Entertainment  
Committee, of which the Third Vice-  
President shall be chairman. This com-  
mittee shall provide and have charge of  
all entertainments, dances, etc.

# RULES AND REGULATIONS

of the  
Sound Beach Property Owners' Association, Inc.

## I

The use of the properties and facilities of the Sound Beach Property Owners' Association, Inc., shall be restricted to those persons holding and showing proper credentials.

The credentials shall consist of the following:

A METAL TAG—to be placed in a prominent place on automobiles where it may be readily seen to permit parking or obtaining water. Any member having more than one automobile may secure additional tags upon proof of ownership and for the sum of twenty-five (25c) cents each.

A HOUSE MEMBERSHIP CARD—to be displayed in a conspicuous place on the property and without which there will be no removal of garbage.

A BEACH TAG—which must be worn by any person desiring the use of the beach, with the exception of children under ten (10) years of age. There shall be ten (10) tags furnished for each membership.

Amended as follows:

Change of Section One, Paragraph Five of the Rules and Regulations. All persons, including Children, with the exception of Babies in Arms must have proper Beach Credentials in order to use the Corporation Beach and Park Properties.

Beach Cards issued for the use of Visiting Guests of Members shall be limited to five guests per card, and a service charge of twenty-five cents (25c) will be made for each card issued. Any Member having more than five guests may secure additional Beach Cards upon payment of the required service charge of twenty-five cents per card.

The above changes were adopted at the Regular Meeting of the Corporation, held on Tuesday, February 16th, 1937.

The color scheme of all the above credentials shall be changed each year.

Beach Cards may be obtained for additional guests by applying to the Police Department, who will issue same and which shall be good only for the date stamped thereon.

## II

The corporation shall provide and maintain police protection as specified in the Constitution.

This protection shall be furnished by a police department which shall consist of forty-three (43) men and officers who shall enforce all rules and regulations of the corporation, and such laws of the State and County and Township as shall come under their jurisdiction. Each member of the department shall be allowed \$3.00 credit toward its annual dues in payment for his services. This credit may be applied by a non-member of the corporation to the annual dues of the member through whom he became eligible for appointment to the Police Department.

This department shall be governed by the Rules and Regulations as adopted by the corporation from time to time and filed with the Secretary of the Board of

Directors and Secretary of the Corporation.

Additional police protection shall be provided as directed by the corporation from time to time when necessary. First consideration shall be given to members of the Police Department for such additional service.

## III

Eliminated by amendment.

## IV

The corporation shall maintain a life saving corps, which shall be under the complete supervision of the Captain of the Life Guards.

He shall recruit a sufficient number of men to properly maintain life saving protection. The applications of these men shall be submitted to the Board of Directors for approval. The Life Saving Corps shall use every available means for the preservation of life at the beach.

This department shall be governed by the Rules and Regulations as adopted by the corps from time to time and filed with the Secretary of the Board of Directors and Secretary of the Corporation.

## V

All applicants for membership in the various departments shall sign an affidavit to the effect that the Sound Beach Property Owners' Association, Inc., assumes no legal responsibility which may result due to their affiliation with the respective departments which they join.

## VI

Dumping of garbage on the road or property or disposal of same in any unsanitary manner is prohibited.

All garbage and refuse must be placed in a closed container which shall be placed in a conspicuous place at the side of the road to be removed by a collector.

All refuse at the beach and other corporation property must be placed in receptacles provided therefor.

All outside toilets shall be fly proof and shall be constructed and maintained in accordance with the rules established by the Health Department of Suffolk County.

## VII

Indecent exposure is prohibited.

Disrobing or changing clothes on corporation property, roads, or in automobiles is prohibited.

The upper part of the body shall be properly covered at all times on the beach or elsewhere in Sound Beach.

## VIII

The speed limit for automobiles in Sound Beach shall be not more than twenty (20) miles an hour.

Riding on the running boards or hanging on the outside of automobiles is a dangerous practice and therefore, prohibited.

All automobiles shall be operated in accordance with the laws of the State of New York which pertain to such vehicles.

The police officer on duty shall be em-

powered to direct traffic of all automobiles in Sound Beach.

No automobile shall be parked at any time in such a manner as to create a hazard.

The Corporation shall from time to time establish one way streets for vehicular traffic as public safety and convenience may make necessary.

## IX

Carrying of glass bottles or glass receptacles to the beach is prohibited.

Entry to the beach shall be only at such places as are designated by the corporation.

Climbing or sliding up or down the bank at the beach is prohibited.

Indulging in any game on the beach which constitutes a menace to the general public is prohibited.

Boats on the beach must not be left in such manner as to constitute a hazard.

All Boats stored on Beach Park Property, must be registered with the Corporation's Police Department, and that each Boat have painted thereon the registration Number assigned to it by the Corporation. No Boat shall be allowed upon Corporation property, unless its owner shall be a member of the Corporation.

## X

Destruction of property, such as the cutting or removal of trees, shrubs and flowers, the mutilation of signs or buildings, or the removal of surveyors monuments, etc., is prohibited.

## XI

Hunting and discharging of fire arms on the corporation property is prohibited.

## XII

All dogs on the beach or other corporation property shall be leashed or muzzled.

## XIII

The water supply shall be for the drawing of water. The washing of personal clothes, automobiles, etc., at or near the pumps is prohibited. Operation of the pumps in such a manner as to cause breakage shall be considered destruction of corporation property and is prohibited.

## XIV

All members and guests shall conduct themselves at all times in such a manner as to create no nuisance.

## XV

All Rules and Regulations of the corporation shall be strictly enforced, and violation thereof will be vigorously prosecuted to the full extent of the law.

Passed by the Board of Directors May 19, 1937

Passed at General Meeting of the Corporation

May 21, 1937