

**GVR COMPUTER CLUB OF GREEN VALLEY
BYLAWS**

Passed : April, 16, 2013

**ARTICLE I
BOARD OF DIRECTORS - ELECTION**

SECTION 1: A Board of Directors shall consist of seven members who have been elected by the membership of the GVR Computer Club of Green Valley (GVRCC).

SECTION 2: The terms of office for the Board of Directors shall be for two years. Four directors shall be elected in November of even-numbered years and three directors in November of odd-numbered years.

Members who do not attend the November Meeting can request to vote absentee either on a paper ballot or using other means approved by the Board.

SECTION 3: The chair of the nominating committee shall be appointed by the President in May. It is the chair's responsibility to appoint at least two more members.

SECTION 4: A slate of candidates nominated for election to the Board of Directors shall be announced by the nominating committee chair at the October Board meeting. Additional nominations may be made from the floor by any members of GVRCC at the October meeting. Any nominee must indicate a willingness to serve.

SECTION 5: A Director shall not serve more than four consecutive years as President.

SECTION 6: The elected Board members shall convene and elect officers at the adjournment of the December meeting of the previous Board, and shall assume office January 1.

**ARTICLE II
BOARD OF DIRECTORS- MEETINGS**

SECTION 1: Board of Directors shall hold a minimum of eight meetings per year.

SECTION 2: A majority of the Board of Directors shall constitute a quorum.

SECTION 3: The Board of Directors shall have a copy of the previous meeting's minutes and a copy of the agenda prior to the meeting.

SECTION 4: Special meetings of the Board of Directors may be called by the President or by three of the Directors, with a minimum of three days' notice given to each Director.

ARTICLE III

BOARD OF DIRECTORS - POWERS AND DUTIES

SECTION 1: The President shall preside at all meetings of the Board of Directors and at meetings of the membership.

SECTION 2: The Vice-President shall perform all the duties of the President in the President's absence.

SECTION 3: The Secretary shall record minutes of the meetings of the Board of Directors and all membership meetings when business is conducted.

SECTION 4: The Treasurer shall be responsible for the receipt, disbursement and custody of all GVRCC moneys and financial assets and shall make financial reports at the regular Board meetings.

SECTION 5: Expenditures must be approved by the President or by a majority vote of the Board.

SECTION 6: The President, Vice-President and Treasurer shall be authorized to sign checks.

SECTION 7: The Board may elect to remove, with just cause, Officers or Directors of GVRCC.

SECTION 8: If a member of the Board of Directors is absent from three consecutive meetings of the Board of Directors, the Board may take action at the third meeting at which the absence occurs to declare the office of said absent Director to be vacant.

SECTION 9: If a vacancy occurs on the Board of Directors, the Board shall within thirty days elect a replacement from the membership to complete the vacated term.

SECTION 10: Additional duties of the Directors shall be specified in the GVRCC POLICIES MANUAL

ARTICLE IV MEMBERSHIP MEETINGS

SECTION 1: Meetings open to all GVR members shall be held monthly during months designated by the Board in the GVRCC POLICIES MANUAL.

SECTION 2: The annual meeting for the election of Board members shall be in November at a time and place designated by the Board. A quorum shall be five percent of the total membership.

SECTION 3: Special meetings shall be held upon written request of fifteen percent of the total membership for conducting any business pertaining to GVRCC. The meeting

shall be called by the Board within thirty days of receipt of the request.

ARTICLE V COMMITTEES

SECTION 1: There shall be Standing Committees to manage Club operations.

SECTION 2: The Standing Committees' Chairpersons shall be nominated by the President. Each Chairperson must be approved by a majority of the Board.

SECTION 3: Each Chairperson may appoint members of GVRCC to the Committee.

SECTION 4: Each Committee shall make its reports or recommendations at regular meetings of the Board of Directors.

SECTION 5: The President or the Board of Directors shall appoint ad-hoc committees when deemed necessary.

SECTION 6: The Board shall appoint an Auditing Committee to audit the financial records of GVRCC at least once a year.

SECTION 7: A Budget Committee chaired by the Treasurer shall be formed in September to prepare a budget for the upcoming year.

SECTION 8: The duties of GVRCC committees shall be specified in the GVRCC POLICIES MANUAL.

ARTICLE VI PARLIMENTARY AUTHORITY

Robert's Rules of Order (Newly Revised) shall govern the deliberation during meetings of GVRCC in all cases to which they are applicable and not inconsistent with the Bylaws.

ARTICLE VII COPYRIGHT LAWS

SECTION 1: Copying or distribution of software, in violation of copyright law, shall not be permitted.

ARTICLE VIII MEMBERSHIP/GUESTS

SECTION 1: GVRCC members must be members of Green Valley Recreation.

SECTION 2: Guests of members of GVRCC must comply with the rules defined in the Green Valley Recreation Policy.

**ARTICLE IX
DUES**

SECTION 1: Membership dues shall be established by the Board of Directors and accepted by majority vote of the membership present at a regular monthly meeting.

SECTION 2: Dues are due and payable before January 1 of each year. Members who have not paid dues by that date shall be removed from the list of members.

SECTION 3: Dues for members joining GVRCC, January through June, shall be for the annual amount. Dues for members joining after June 30 will be prorated at ten percent per month, for the balance of the year plus the next year's dues.

**ARTICLE X
POLICIES MANUAL**

There shall be a Policies Manual containing job descriptions and duties of the officers, standing committees and policies of the GVRCC.

The above GVRCC Bylaws reflect the name change to GVR Computer Club.

APPROVED AND SIGNED BY:

_____, President, GVRCC

_____ Date Signed

_____, CEO, Green Valley Recreation, Inc.

_____ Date Signed

This copy is certified as being a true copy of the Bylaws as approved by the membership on _____

The Constitution was not changed.