

**BY-LAWS  
SERENITY CLUN OF YORK COUNTY, INC.**

**ARTICLE I: BOARD MEETINGS**

Section 1

Board of Directors meetings shall be on the third Wednesday of each month.

Section 2

Special Board of Directors meetings may be called by the chairman or by written notice of five Board members presented to the chairman.

Section 3

A quorum shall consist of five Board members in good standing.

Section 4

Chairpersons of all committees are encouraged to report their committee business at Board meetings.

Section 5

Any Board member absent from three consecutive Board meetings without just cause will be considered to have resigned.

Section 6

The Board of Directors will provide the opportunity, prior to the regular Board meetings, for anyone wishing to address the Board.

**ARTICLE II: BOARD OF DIRECTORS**

Section 1

In order to serve as director, a person who is an alcoholic or addicted to drugs must have abstained from drinking alcohol or using illicit drugs for a period of one year, continuously and immediately, prior to election to office in the Serenity Club.

Section 2

The use of alcohol or illicit drugs by any chemically dependent member of the Board will be considered resignation.

Section 3

All directors must be members of the Serenity Club in good standing.

## **ARTICLE III: DUTIES OF OFFICERS**

### Section 1

The Chairman shall preside at all business meetings of the Board. The Chairman shall appoint the chairpersons of all standing committees with the approval of the Board members. The Chairman shall supervise all committees with the exception of the nominating committee. He shall appoint special *ad hoc* committees as required. He shall act as the executive officer of the Serenity Club.

### Section 2

The vice chairman shall assume the position of chairman if that office is vacated for any reason. The vice chairman shall preside at all meetings in the absence of the chairman.

### Section 3

The secretary shall keep all minutes of Board meetings and be responsible for all records and reports other than reports and duties assigned to the treasurer. The secretary shall submit to each Board member a copy of the minutes of each Board meeting prior to the next scheduled Board meeting.

### Section 4

The treasurer shall disburse the club funds and keep complete and accurate records of these disbursements. The assistant treasurer shall receive revenues of the club and present a complete and accurate accounting of funds received. The treasurer shall present a written report of the income and expenses at each monthly business meeting. The treasurer shall present an annual report to the membership and prepare the books for the annual review.

### Section 5

An accountant shall be selected by the Board of Directors each year to review the Serenity Club books and prepare a report.

## **ARTICLE IV: NOMINATING COMMITTEE**

### Section 1

At the October Board of Directors meeting, the chairman shall appoint three persons to serve as the nominating committee. The Board chairman shall appoint the committee chairman. The nominating committee shall present a report at the November meeting.

## Section 2

The nominating committee shall secure the consent of the nominees. Nominations of other consenting members may also be made from the floor at the December membership meeting, at which time the election will be held.

# **ARTICLE V: STANDING COMMITTEES**

## Section 1

The standing committees shall be Activities, Membership, Operations, Fund Raising and Website.

## Section 2

The Activities Committee shall plan and, subject to approval of the Board, provide for fellowship projects.

## Section 3

The Membership Committee shall be responsible for informing new and potential members about The Club and shall be responsible for receiving applications for membership. It shall also keep a current roster of members and applicable member contributions. This committee shall coordinate with the treasurer to assure that all dues are received.

## Section 4

The Operations Committee shall oversee all activities of the organization with the relation to rules, guidelines, management procedures, and maintenance of club building and grounds.

## Section 5

The Fund Raising Committee shall seek funds from governments, non-profit agencies, businesses and individuals. With the approval of the Board, the committee shall hold fund raising events.

## Section 6

The Website Committee shall maintain the club website and post information regarding contact, activities, events, membership and donation. The Website Committee shall inform the Board of changes in electronic communication that may affect the agency.

## ARTICLE VI: DUES

### Section 1

Members' contributions will be accepted at a monthly rate of \$10.00 for an individual. A member may also choose to make a single, annual contribution of \$100.00. A married couple shall pay \$180.00 for both persons. Family members can pay \$90 each if directly related (ie, mother/daughter, siblings, grandparent/grandchild, etc.)

### Section 2

The Board may waive contribution expectations in individual cases.

## ARTICLE VII: INFRACTIONS

### Section 1

When a decision is made by the Board in the best interest of the Serenity Club and its members and groups, it is expected that said members and groups are to uphold the decision(s). If any member of group willfully violates the decision(s) made by the Board it will be considered as an *infraction* and is subject to the following reprisals:

**Members Infractions:** When one member violates a decision imposed by the Board they may be subject to the following. There is no time limit between Infractions. This includes bringing harm to another member or putting the club as a whole in harm.

First Infraction will be a minimum of a warning and up to removal of membership privileges, dependent upon the violation.

Second Infraction may be a minimum of a monetary fine up to removal of membership benefits and/or expulsion from Serenity Club premises.

Third Infraction will be removal of membership benefits and expulsion from the Serenity Club premises.

**Group Infractions:** When a group violates a decision imposed by the Board they may be subject to the following. This includes bringing harm to another member or putting the Serenity Club as a whole in harm. There is no time limit between Infractions. The fines will be in addition to, and prior to the calculation of the monthly rent of the group.

First Infraction will be a warning and potential fine to cover the cost of any repairs that the violation has incurred.

Second, and future Infractions, will be a minimum of a \$250 fine, along with the cost of any repairs incurred. Each infraction thereafter will be a fine in increments of \$250 (ie \$250, \$500, \$750, etc.) **If the group continues to violate the decisions of the board it may be decided that the group is no longer allowed to rent the facility.**

## **ARTICLE VIII: PARLIMENTARY AUTHORITY**

Robert's Rules of Order shall govern the conduct of business except when these Rules are in conflict with the Constitution or By-Laws of the Serenity Club.

## **ARTICLE IX: AMENDMENTS**

Any proposed amendment to the Serenity Club By-Laws shall be presented in writing to the Board of Directors one month prior to the Board meeting at which time, it is to be voted upon. A majority vote by Board members present is required for approval of any amendment to these By-Laws.

Reviewed 4<sup>th</sup> Quarter 2006

Reviewed 3<sup>rd</sup> Quarter 2008

Reviewed 3<sup>rd</sup> Quarter 2010

Reviewed 4<sup>th</sup> Quarter 2012

Reviewed 3<sup>rd</sup> Quarter 2015

Revised 4<sup>th</sup> Quarter 2018

Revised 3<sup>rd</sup> Quarter 2021

Revised 1<sup>st</sup> Quarter 2025