

# CHELSEA BEACH RESIDENTS' ASSOCIATION

## BYLAWS 1 January 2025

### ARTICLE 1- NAME AND BOUNDARY

- 1.1 The name of this organization shall be the Chelsea Beach Residents' Association, Inc. ("CBRA"), and herein shall be referred to as the Association. Incorporated 6/1/1952, TIN (Tax ID Number) 52-1543218.
- 1.2 Chelsea Beach is located in the 5<sup>th</sup> Election District of Anne Arundel County in the State of Maryland. Mailing Address: 185 Strohm Dr, Pasadena, Maryland 21122.
- 1.3 The Association's principal home office shall be the residence of the Current Association's President. The President may designate another location with the concurrence by the Secretary and the Treasurer.

#### Properties:

Boat Facility: 575 Riverside Drive

Boat Facility Overflow Parking Lot: 574 Riverside Drive

Nature trail: 10<sup>th</sup> Street & Riverside Drive

Playground: 184 9<sup>th</sup> Street and Strohm Drive at "D" Street

Land Lot: 229 Oak Drive (16,500 ft<sup>2</sup>)

Land Lot: 235 Oak Drive (44,000 ft<sup>2</sup>)

Land Lot: 236 Oak Drive (81,708 ft<sup>2</sup>)

Soaper Ave. Land Conservation

The CBRA boundaries ("the Boundary") are as reflected in on property deeds and county records are:

Woods Road between Magothy Bridge Drive and 11<sup>th</sup> Street; 11<sup>th</sup> Street; "D" Street; "C" Street; Riverside Drive at "C" Street to end at 6<sup>th</sup> Street; 6<sup>th</sup> Street to Magothy Beach Road; Magothy Bridge Road to Woods Road; Pine Drive between Magothy Beach Road and Beachwood Road; Beachwood Road; Oak Drive; "D" Street; Soaper Avenue; Chelsea Grove Court; Magothy Bridge Drive

### ARTICLE 2- PURPOSE

2.1 The purpose of the Association, subject to sufficient funding and membership participation, as determined by the Elected Officers, (the "Board"), is to provide an organized framework to promote, preserve, and enhance the quality of life and values in the neighborhood by:

- Elevating and promoting the image of the neighborhood
- Maintaining and upgrading of the Association properties
- Encouraging the neighborhood to become involved in community affairs

- Having an effective unified voice to address issues that impact the neighborhood,
- Conducting social activities that create a greater sense of neighborhood pride,
- Enhancing property values,
- Promoting a sense of pride and identify among the residents,
- Establishing lines of communication with members of the county and state,
- Establishing relationships with other neighborhood associations and coalitions and
- Familiarizing residents, landowners and interested parties about the Association and its purpose

#### ARTICLE 3- LEGAL STATUS/POLICIES

3.1 The Association shall be a not-for-profit, non-partisan organization and shall not support candidates for public office. The Association may take positions on issues.

3.2 The BYLAWS herein shall be the governing document of the Association.

#### ARTICLE 4- MEMBERSHIP AND BOAT FACILITY KEY

4.1 Eligibility: Every principal family or homeowner living in the home in the Boundary is eligible providing they are in good standing without a formal CBRA membership violation.

4.2 Membership: Principal family or homeowner that pays membership dues or are provided free membership for volunteer related activities.

4.3 Membership Privilege: Members shall have the privilege of procuring a boat facility key and volunteering to serve as an elected Officer.

4.4 Associate Membership: Associate Membership shall be open on a limited basis to persons residing outside the boundaries that provide appreciable community maintenance, service assistance or volunteer for community activities as approved by the president and receive a majority vote by the attendees at an Association meeting. Associate Membership dues and boat facility key fee may be free or subject to payment as determined by the Officers.

4.5 Membership Penalty: Members that violate the boat facility Rules are subject to the penalties listed in the Rules. The accused member may request an appeal to be heard at the next community meeting or by written request to the Board for a special community meeting. Notice of the meeting shall be given to the community by an agreed upon communication method a minimum of 7 days prior to the meeting.

#### ARTICLE 5- MEMBERSHIP DUES AND KEY FEE

5.1 Membership Dues and Key Fee: Annual dues and boat facility key fee for each category of membership shall be set by the Board annually. Discount dues and key fee may be approved for seniors.

#### ARTICLE 6- SOURCES OF REVENUE

6.1 Annual dues shall be used to meet the Association operating expenses.

6.2 Other fund-raising activities may be pursued upon approval by the Officers, and the majority vote of the attendees at a general meeting, that has been announced in an approved upon communication

method. In the event that a decision for a funding opportunity is needed urgently, this shall be communicated to the community through an approved upon communication method for comments and/or voting.

6.3 Officers on behalf of the Association may accept or decline contributions, gifts, and such bequest for general purposes for any special purpose of the Association. The Treasurer shall report at each community meeting a record of contributions, gifts, or bequests valued at over \$1,000 accepted or declined within the past period.

## ARTICLE 7- MEETINGS

7.1 Meeting procedure may be conducted using Parliamentary Procedure and "rule of Order" revised by H.M. Roberts as a guide.

7.2 Meeting times, place, and general and important matters, including officer elections, shall be announced by an approved upon communication method a minimum of thirty days in advance of meetings. A Minimum of one annual meeting shall be conducted.

7.3 Officers elections shall be announced via an approved communication method at least thirty days prior to the meeting. The Officers are elected and sworn- in by a majority vote by the members present.

7.4 Special meetings may be called by the President.

7.5 The members present at the meetings shall constitute a quorum.

7.6 Meeting order- of-business typically consists of the following:

- Call-to-order
- Attendees' self-introduction if desired
- Guest speaker
- Reading of the minutes with acceptance or corrections
- Treasurer's report
- Committee reports
- Old business
- New business
- Open announcements
- Call for adjournment with approval vote
- Adjournment

## ARTICLE 8- BOARD OF DIRECTORS

8.1 The Association shall have a minimum of three Officers in the Board of Directors: President, Treasurer, and Secretary and shall be elected for a period of one year, but may be re-elected annually by a majority vote by the members at the election meeting. A Vice-President position and additional Board

of Directors positions are optional and normally not filled, but may be activated and de-activated by the Officers.

8.2 Vacant Officer positions may be filled for the remainder of the annual term, by nominees selected by the President, Treasurer, or Secretary in that order and that the replacement nominee receives a majority vote by meeting members at the next meeting.

8.3 The Association's home address for official business matters shall be 185 Strohm Dr, Pasadena, MD 21122.

8.4 Any Officer may be removed from the office at a special meeting announced in accordance with standard meeting procedures (see Section 7.2) by a majority vote of members present. However, the Officer shall be given a reasonable opportunity to defend their self at the special meeting.

8.5 An Officer may resign when desired, but preferably resign at the end of their annual term.

8.6 Officers may receive waived membership dues and one free boat ramp key as compensation for their term of service.

8.7 The Association may have standing and ad hoc volunteers and committees as necessary to carry out the purposes of the organization and they shall be appointed by the President.

8.8 The President may issue to community volunteers free membership and/or a boat facility key at their discretion.

#### ARTICLE 9- DUTIES OF OFFICERS

9.1 The President shall be the principle officer of the Association with overall responsibility and shall:

- Preside at the meetings of the Association
- Represent the Association to all public activities ~~except that the President may request another Officer or Volunteer to represent the Association as required~~
- Appoint standing and special committees
- Appoint volunteers for community activity assignments
- Sign or co-sign as required with the Secretary or Treasurer authorizing contracts or account(s)
- With the assistance of member(s) set the agenda for the Association, and
- Be responsible or assign responsibility to maintaining the Association's Facebook page and website or other approved upon communication methods

9.2 The Vice President position is optional and if voted in by the members shall:

- Assist the President as the President requests
- Represent the Association in the inability of the President and shall have overall President responsibility and authority in their absence

9.3 The Secretary shall:

- Keep minutes and other appropriate records of the Association
- Sign with the President any contracts required by the Association, and

- Perform other duties as requested by the President

9.4 The Treasurer shall:

- Have charge of all Association funds/bank accounts,
- Sign with the President all withdrawals or transfer of funds,
- Perform other treasurer duties as requested by the President
- Present an itemized account of Association funds identifying the source, amount, and totals of incoming and outgoing funds and disbursement, at Association meetings, and
- Prepare and annual statement accounting for Association funds including fund totals

ARTICLE 10- AMENDMENTS

10.1 These BYLAWS may be amended by a majority vote of the meeting members present at a designated Association meeting that has been announced in accordance with standard meeting procedures as referenced in Section 7.2.

ARTICLE 11- AUDITS

11.1 A special meeting to vote for the audit of the Treasurer's books and or records may be requested by the majority vote of the members at a regular Association meeting. If affirmed by the majority vote, the Association shall call for a special Association meeting announced via an approved upon communication method to confirm the need for the audit and an affirmative majority vote at the special meeting shall invoke an audit. To conduct the audit, the President shall appoint a three-person Audit Committee that members are not Officers and are approved by a majority vote at an Association meeting. The Audit Committee shall have full access to the Treasurer's books and/or records and their audit report shall be presented at the next regular scheduled Association meeting for discussion and determination for any need for follow-up officiation legal action. A report summary will be published via an approved upon communication method. A copy of the report shall be given to the President, Treasurer, and to the Secretary for filing in the official Association records.

ARTICLE 12- CBRA DISSOLUTION

12.1 The President shall notify the residents of any CBRA dissolution action or considerations immediately at the next scheduled Association meeting via the agreed upon communication method by using headlines at the top of the front page with large bold capital letters a related obligation danger, Special Association meetings shall be held to discuss the dissolution actions with the residents and the plan an agreed upon action and process forward including dissolving the CBRA Corporation in accordance with the Articles of incorporation for Maryland, which includes resolution of all financial matters, disbursement of all moneys, properties, etc. Additionally, all residents shall be notified via an approved upon communication method of the dissolution, impacts of dissolution, potential timeline, and a summary of the dissolution procedures.

ARTICLE 13- ADOPTION OF BYLAWS

2/4/2025 BJK

Approved by the membership on 12/03/2025 (MO/DAY/YR) as witnessed by,

President Ben J Harris BJH  
(name printed and signed)

Vice President Stephanie M Hilda SMH  
(name printed and signed)

Secretary Judy BART Judy Bart  
(name printed and signed)

Treasurer Samantha Fisher Sandra Fisher  
(name printed and signed)