

# Marrowstone Island Community Association (MICA) Bylaws

Amended Jan 19, 1998; Mar 16, 1998; Jun 25, 2005; May 20, 2013, Jan 18, 2016 and  
May 23, 2023

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## STANDING RULES

### **Article I. Name**

The Association is to be known as the Marrowstone Island Community Association (MICA) and is incorporated as a nonprofit corporation under the laws of the State of Washington.

### **Article II. Objectives**

The objectives of the Association shall be to provide a common meeting place for residents and landowners on Marrowstone Island, to serve as a forum for education and information, to manage and maintain Sound View Cemetery in accordance with applicable State laws and to represent the interests of the island.

### **Article III. Powers of the Corporation**

This Corporation shall have the power to acquire any and all kinds of real and personal property for the use and benefit of the Marrowstone Island Community Association. It shall also have the power to use, sell, and encumber, or to otherwise dispose of and manage that property for the benefit of the Corporation, subject to the approval of a quorum, which for this purpose shall be a minimum of seventy-five (75) percent of the total current membership.

### **Article IV. Membership and Dues**

Section A A member is defined as someone who is an Island resident or owns property on the Island and is up to date on their dues.

Section B Membership shall be open to all residents and/or property owners of Marrowstone Island who are eighteen (18) years of age or older. Persons must be members of the Association at least thirty (30) days before having voting privileges in the

Association, and six (6) months before accepting an elected office in the Association.

Section C Dues shall coincide with the fiscal year, beginning September 1st. Dues are payable in advance. Dues paid on or after the meeting in May will apply to the next fiscal year. Dues paid before the May meeting will apply to the current fiscal year.

## **Article V. Officers and Their Duties**

Section A Officers of the Association shall be President; Vice-President, who shall serve as President-elect; Secretary; and Treasurer. These officers will be elected for one (1) year by a majority ballot of the members present at the meeting in May. Also elected at the May meeting will be two (2) members of the Association to serve on an Executive Board as Members-at-Large, and two (2) members to serve on the Nominating Committee for the following year.

Section B The Executive Board shall consist of six voting officers and the non-voting Committee Chairs. The most recent past President is in exofficio status. A quorum for the Executive Board shall be four voting officers.

Section C The Executive Board may act for the Association when a matter of importance occurs that requires immediate action before a meeting of the Association can be called.

Section D The President shall preside at all General Membership and Executive Board meetings; shall appoint one (1) member to the Nominating Committee, two (2) voting members to the Citizen-of-the-Year Committee, and all other committees needed. The President shall call special meetings and perform all other duties usually associated with this office.

Section E The Vice-President shall act in place of the President in the President's absence, serve as the Program Chair, and co-chair the Strawberry Festival with the President.

Section F The Secretary shall keep minutes of General and Executive Board Meetings, maintain files and current correspondence and conduct business in the name of the Association, as directed.

Section G The Treasurer shall deposit all monies collected and pay all valid claims under the direction of the Executive Board. The Treasurer shall collect dues and maintain a current Membership Roster, said Roster to be available at General Meetings for Membership Chair's use and for Secretary's use in certifying quorums.

## **Article VI. Standing Committees and their Duties**

These committees shall be:

Program, Membership, Publicity, Nominating, Refreshment, Emergency

Preparedness, Food Group, Historical, Cemetery, and Citizen-of-the-Year.

If there is an instance when there is no chair for any of these committees, the President, with the concurrence of the Executive Board, may appoint a member to fulfill those duties as determined to be needed.

- Section A The Vice President shall be the Program Chair.
- Section B The Membership Chair shall act as meeting host and invite residents and property owners of Marrowstone Island to become members.
- Section C The Publicity Chair shall notify news media and disseminate information of meetings and activities as approved by the Executive Board. Examples of duties are the creation of flyers and sending notices to the Island Net and to local media.
- Section D The Nominating Committee shall consist of two (2) members elected by the membership and one (1) appointed by the President. They shall propose a slate of officers to be elected at the meeting in May. Other nominations for each office may be made from the floor. There must be a majority ballot of those members present to elect.
- Section E The Refreshment Chair shall ensure refreshments are provided at meetings and events.
- Section F The Emergency Preparedness Committee shall gather and maintain information relevant to serious emergencies which may occur. The committee shall encourage residents to prepare to care for their own families as well as to be able to assist other residents, as needed.
- Section G The Food Group Committee shall be a platform to exchange information on our unique Island food growing needs and resources.
- Section H The Historical Chair shall maintain a scrapbook of newspaper articles, photos, and miscellaneous memorabilia and have scrapbook on display at meetings.
- Section I The Cemetery Committee shall be a committee of not less than five (5) nor more than seven (7) members chosen by a vote of MICA members at any meeting when a vacancy exists. The Cemetery Committee shall establish bylaws to manage and maintain Sound View Cemetery in accordance with applicable state laws.
- Section J The Citizen-of-the-Year Committee shall be a committee convened once a year to select the 'Citizen of the Year'. The committee shall consist of all previous award recipients plus two (2) other voting members appointed by the MICA President.

**Article VII.**

**Meetings**

- Section A General meetings of the Association shall be held in September, November, January, March and May.
- Section B The September General meeting is the start of the fiscal year. Elections take place at the May meeting.
- Section C Special meetings may be called by the President or an Executive Board quorum vote. The membership must have at least a one week notice.
- Section D A quorum shall consist of thirty (30) percent of the members of the Association, including at least two (2) members of the Board.
- Section E Robert's Rules of Order, Newly Revised shall apply to the conduct of the Association unless otherwise prescribed by the Bylaws.

**Article VIII.**

**Amendments**

- Section A These By-laws may be subject to amendment by a written request of one (1) or more members to the President.
- Section B The members shall be notified at least fifteen (15) days before the meeting at which the vote is to be taken. A copy of the bylaws with the proposed changes shall be made available with the notification.
- Section C After a discussion of the change proposed, a two-thirds (2/3) majority of those voting members present in favor of the change, will amend the By-laws.

**STANDING RULES**

May be amended by a simple majority at a General meeting.

1. General Meetings of the Association shall be held the third Monday at 7:00 PM in the months of September, November, January, March and May. Exceptions must be approved by the Board.
2. The first (1st) meeting of the year will be the annual potluck and will begin at 6:00 PM.
3. MICA will sponsor the Strawberry Festival during a weekend in June.
4. MICA members will assist in repair/construction of the premises at the request of the Garden Club. MICA will make a donation of at least \$250 to the Garden Club annually in September to help cover expenses on the hall.

Approved by the Members of MICA at the General Meeting on May 23, 2023.

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President

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Secretary