



Atwood Lake Association Bylaws

Article I – Name

The name of this organization shall be “Atwood Lake Community Association, Inc.”

Article II – Purpose

The purpose of this organization shall be to organize the cottage and landowners for the purpose of enhancing the environment and water quality of Atwood Lake; to provide an entity in which to coordinate the efforts with government agencies toward the above goal.

Article III- Membership

Section 1 – Regular members: A regular member shall be a landowner or contract purchaser of land adjacent to or having access to Atwood Lake. Dues to be established by a majority vote of the members at a regular meeting of the membership. Not more than two (2) paid members may be in any one household.

Section 2 – Auxiliary Membership: An auxiliary member is any other person who shares in the common goals, well-being and preservation of Atwood Lake. Dues for an auxiliary member to be established by a majority vote of the members at a regular meeting of the membership.

Section 3 – Voting: Regular paid members shall each have one (1) vote. Auxiliary members shall not have a vote but may speak at any meeting of the membership. Voting by proxy shall not be permitted.

Section 4 – Quorum: Seven (7) paid-up members (excluding auxiliary members) at a called meeting of the officers shall constitute a quorum and may decide any questions which may come before them, except as otherwise provided in these By-laws, or by law.

Section 5 – Membership Meetings: At least one (1) time annually, the membership shall meet to elect directors and officers. Notice of the meeting shall be given by the Secretary at least ten (10) days before the meeting. Notice may be waived by attendance. Meeting dates posted on Association web site shall be considered notice.

Section 6 – Duties of Members: It shall be the duty of each member to take an active interest in the work of this organization, and any member who, in the opinion of the membership, causes any unnecessary dissension, may be, by majority vote of the members voting at a regular membership meeting, voted out of the organization.

Article IV – Directors

Section 1 – Election: Directors shall be elected from the membership. A total of eight (8) directorships, including the four (4) officers, shall be elected. Directors shall hold a term of three (3) years.

Section 2 – Vacancies: A director shall continue to serve during a time he is active. Continued absence, sickness, or failure to function after three (3) consecutive meetings shall be considered good and sufficient reasons for declaring a vacancy. All vacancies shall be declared by the remaining members of the Board of Directors and the term of the vacant director shall be filled by majority vote of the remaining directors. The new director shall serve out the unexpired term of the vacating director.

Section 3 – Meetings: Directors shall meet at the call of the President but shall also meet at least one-half (1/2) hour before any called or regular meetings of the membership.

Article V – Officers

Section 1 – President: The President shall preside over and conduct all meetings in the interest of the organization. The President shall act as ex-officio member of each committee. The President shall, with the Vice-President and Secretary-Treasurer, sign all notes, contracts, and other instruments as may pertain to the business of the organization, and shall perform such other duties incident to the office of the President.

Section 2 – Vice-President: The Vice-President shall, in the absence or incapacity of the President, preside over all meetings and shall assume all duties of that office until a President has been duly elected or the incapacity removed.

Section 3 – Secretary: The Secretary shall mail notices to each member of each regular meeting or special meetings, as herein provided, including any changes in by-laws. The Secretary shall take minutes at all meetings and publish them on the Atwood Lake Association website as well as maintain a record of all minutes.

Section 4 – Treasurer: All dues and other money belonging to the organization shall be paid to the Treasurer. The Treasurer shall also keep a complete record of each member's standing. The Treasurer will be responsible for sending dues notices to the membership. The Treasurer shall have custody of and be responsible for the safekeeping of all funds belonging to the organization. The Treasurer shall be allowed to sign checks and pay all authorized bills. All bills over \$600 shall be approved by a majority vote of the members at a regular meeting of the membership. The Treasurer may also simultaneously hold the office of Secretary.

Section 5 – Delegates: It shall be the duty of a delegate to the County Conservation Council to represent the Atwood Lake Association, Inc. to present our views and opinions, vote on any matters which may come up, and make a report to the organization at the next regular meeting.

Article VI – Committees

Committees shall be appointed by the President, subject to approval of the regular membership as the need for them arises and shall serve until their duties have been completed or until their successors have been appointed and qualified.

Article VIII – Election of Officers

The President, Vice-President, Secretary, and Treasurer shall be elected by the membership at a regular meeting of the membership upon expiration of their term of office and every three (3) years thereafter.

Article IX – Time of Meetings

Regular meetings shall be held in the Spring and Fall. All other meetings are to be held as called for by the President after at least ten (10) days' notice to the membership.

Article X – Fiscal Year

The fiscal year of the organization shall start on January 1 and end December 31 of each year.

Article XI - Amending

These by-laws may be amended at any regular meeting by resolution, subject to the vote of the membership. The content of any proposed amendment must be mailed to the membership at least ten (10) days before the next regular or called meeting, which will consider the amendment.

Article XII – Publication

These by-laws shall supersede all other by-laws and shall be printed and made available to every member of the organization via the Association web site. Adopted: June 2, 2016.

Ratified by:
Officers
Rhonda Fink, President
Scott Smith, Vice-President
Sandra Funk, Treasurer
Michele Mulhern, Secretary