

The Yorkville Community Benefits Association
(Formerly The Yorkville High Rollers Volunteer Firefighters Association)

BYLAWS

Article I Membership Requirements

Section 1 Eligible parties may register for General Membership by completing the Yorkville Community Benefits Association (YCBA) membership form. Form for registering as a member will be available on the YCBA website or from a YCBA officer or voting member.

Section 2 Membership is on an individual basis for all parties 18 years of age and older.

Section 3 Membership is confirmed in writing by Secretary. No dues are required. Membership is limited to property owners and residents of active area between mile marker 33.3 and Sonoma/Mendocino County line (mile marker 50) on Hwy 128, Mile marker 15.7 on Fish Rock Road , Mile Marker 5.35 on Mountain House Road.

Section 4 Membership registration can be mailed to PO Box 222 or submitted electronically.

Section 5 Voting members shall be eligible to hold office and to vote (but only in person) on all questions at YCBA membership meetings, once they have attended at least 6 months' worth of meetings, and taken on committee work/assignments. Those members who have the privilege of voting will be called "voting members". Voting members will be capped at 11 members, including Officers The voting members are expected to attend monthly meetings and participate in committee or other associated YCBA assignment(s). The term for a voting membership is 4 years. Members should express their interest in continuing in their role for additional 4-year term(s) by informing an officer at least 1 month prior to the expiration date of their term.

Section 5 Operations of this Association shall rest with the membership. Any action of the voting membership shall be subject to review by the membership on request of any member. Any action of the membership may be altered or rescinded at a regular meeting or a special meeting called for the purpose by a two-thirds (2/3) vote of those voting members present, provided no rights of third parties are affected.

Article II Meetings

Section 1 Regular meetings of the voting membership shall be held on the first Monday of each month unless the voting membership shall vote to omit or alter the date of certain meetings. Voting Members shall be notified in advance of all meetings via electronic communication. All members are welcome and encouraged to attend.

Section 2 Special meetings may be called by the president or on written (electronic or paper) application of five (5) voting or non-voting members made to the secretary who shall call (or mail/email notices to) all members not less than one (1) week prior to the meetings, stating the purpose of the meeting. No other business may be transacted at a special meeting.

Section 3 Minutes shall be kept on all meetings. Minutes of these meetings are legal documents. Committee chairpersons will relay committee actions to voting and general membership by posting minutes on the YCBA website.

Section 4 Budget shall be presented at meetings on a quarterly basis or by request from a voting member.

Article III Fiscal Year

The fiscal year shall be in January 1 and end December 31.

Article IV Elected Officers

Section 1 Elected officers shall consist of: President, Vice-President, Secretary and Treasurer. Term of office shall be 4 years, and terms will be staggered.

Section 2 Elections shall be held annually at the February meeting.

Section 3 Up to 2 family members may be voting members but only 1 family member can be an officer (President, Vice, Sec, Treas)

Section 4 All vacancies in elective positions shall be filled for the unexpired term by persons elected from voting membership.

Article V Duties of the Officers

Section 1 The President shall preside at all meetings for the Association. The President shall appoint all chairpersons of committees, with approval of membership present at meeting and supervise directly or indirectly their work except the Nominating Committee. The President shall act as the Executive Officer of the Association and, in general, perform the duties usually associated with office of President. The President shall present an annual report to the membership immediately after close of fiscal year.

Section 2 The Vice-President shall succeed to President in case of vacancy and shall perform the duties of President in his or her absence or disability. The Vice President shall undertake such responsibilities as President shall assign.

Section 3 The Secretary shall handle the correspondence of the Association and maintain a record of the proceedings of all meetings of the membership. The Secretary shall be custodian of all the records other than financial. The Secretary shall file with the appropriate State entity four (4) copies of the BYLAWS when amended.

Section 4 The Treasurer shall receive all revenues of the Association and shall keep a complete and accurate account of all funds received and disbursed. He/she shall report as requested, at monthly meetings monies received and monies disbursed.

Article VI Elections of Officers

Section 1 Membership will be notified at the final meeting of the year that nominations and elections will be held at the next (February) meeting.

Section 2 Nominations shall be from the floor of voting members who have given their consent to the nomination.

Section 3 Election shall be by ballot unless there is only one nomination for the office.

Article VII Parliamentary Authority

Robert's Rule of Order shall govern the conduct of business in all cases in which they are applicable, and not in conflict with this Constitution and Bylaws.

Article VIII Amendments

Any proposed amendment, along with the date it is to be voted upon, shall be presented in writing to the entire general membership at least thirty (30) days prior to the meeting at which it is to (be) voted upon and a two-thirds (2/3) vote (will be/is) required for ratification.

Amendment # 1 YCBA Voting Member Engagement or Approval Requirements

The following describes the events, projects, and activities requiring YCBA Voting Member engagement or approval:

1. All aspects of major events, e.g., the Ice cream Social, Spring Fling, Fair Booth

2. All aspects of major projects, e.g., the new generator, kitchen remodel, fire station/Community Building Maintenance

3. Spending guidelines for Voting Members and Voting Member-appointed Activity Leads:

a. For spending under \$250, the spender should use his/her discretion in spending, but Voting Member approval is not required. Spenders can check in with other voting members or request a vote of the Voting Members, if desired.

b. For spending above \$250 and up to \$500, spenders must seek authorization from the Voting Members and can do so in an email vote format.

c. For spending over \$500, spenders must put potential purchases on formal Voting Member agenda and receive Voting Member approval before executing the purchase. In emergency situations, an email vote for voting members to spend over \$500 is permissible, followed at the next voting member meeting by an in-person vote. Both votes must have a majority of voting members voting in the affirmative.

4. Activity Leads (can be a voting member or a community volunteer) will provide status to the voting members upon request, e.g., Fair Booth.

5. The Voting members will provide answers, advice and counsel to Activity Leads when requested, e.g., Farm Stand needing refrigerator/freezer space. This may be in the form of email communication, or agendaized and/or raised/discussed during a physical meeting.

These are the current Bylaws approved and adopted by the membership on February 3, 2026

President _____

Vice-President _____