

Bylaws Amendment – Approved Changes
8.21.2025

Article VI
Officers

Section 2 – **Eligibility:** Any person meeting the requirements of membership in the Community Council is eligible to serve as an officer. No board member may reside in the same domicile as another board member.

Article VII
Meetings

Section 1 – **Meetings:** The regular meetings of the community council shall be held once a month during the months of February, March, April, May, August, September, October, and November. Meetings will be in person and made available via video conferencing when possible.

Article VIII
Parliamentary Authority

The rules contained in the current edition of Roberts Rules of Order for Dummies* shall guide the Community Council in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the council may adopt.

Article IX
Amendment of Bylaws

These bylaws may be amended at any regular meeting of the council by two-thirds vote of those present and establishing a quorum, provided that the amendment has been submitted in writing at the previous regular meeting and discussed.

*This book was recommended to all community councils by the clerks office during Parliamentary training.

Article VI Officers

Section 1 Officers: The officers of the Community Council shall be President, Vice President, Secretary, Treasurer, and three directors: Director of Communications, Director of Property, and Director at Large. The Board shall maintain an official South Knik River Community Council website for all official documents and communication and is the primary source of information for the community.

- a. The President shall preside over meetings. The President shall provide time for community members to ask questions, express concerns, and allow for community comment time to work on solutions to community concerns.
- b. The Vice-President shall preside in the absence of the President.
- c. The Secretary shall keep the minutes of the regular council meetings, any special meetings, and any official correspondence.
- d. The Treasurer shall maintain the financial records, prepare and issue financial statements/records to the Community Council memberships, and annually file taxes on behalf of the Community Council.
- e. The Director of Communications shall be responsible for tech equipment, its options, and the streaming of regular meetings. Should circumstances preclude this, documentation for reason why, must be included in the official meeting minutes. This director shall draft communications in coordination with the President before final approval and posting on the official website or any official social media page.
- f. The Director of Property shall be the point of contract for all issues relating to the repair and maintenance of the buildings and grounds.
- g. Director at Large, will assist other board members as needed.

