

**Quota Club of Fort Lauderdale, Inc.**

**CLUB BYLAWS**

**ARTICLE I**

 **NAME**

The name of this organization shall be Quota Club of Fort Lauderdale, Inc.

**ARTICLE II**

# Mission Statement and Objectives

**Section 1 – Mission Statement**

Quota Club of Fort Lauderdale, Inc., is a non-profit organization serving families and individuals in need within Fort Lauderdale and surrounding communities.

**Section 2 – Objects of Quota**

The objectives of Quota Club of Fort Lauderdale, Inc., shall be to seek individuals committed to sharing their time, talent, and resources to meet Quota Club of Fort Lauderdale, Inc.’s service goals, and more particularly: \* To serve country and community; \* To promote high ethical standards; \* To emphasize the dignity of all useful occupations; \* To develop good fellowship and friendship; and \* To advance the ideals of righteousness, justice, international understanding, and good will.

# ARTICLE III MEMBERSHIP

**Section 1 – Membership**

Membership may be held by any persons willing to actively commit their time, talent and resources to further Quota Club of Fort Lauderdale, Inc.’s mission.

**Section 2 – New Members**

1. New members shall receive a statement of all obligations of membership and pro-rated dues, accompanied by the necessary membership form.
2. Membership will commence upon the receipt of the completed membership form and pro-rated dues by the Club.

**Section 3 – Termination of Membership**

1. Membership may be terminated by the member.
2. Termination of membership may be for other reasons outlined in the Rules and Procedures.

# ARTICLE IV

# OFFICERS, DUTIES OF OFFICERS, NOMINATIONS & ELECTIONS

**Section 1 - Officers**

The officers of the club shall be President, Treasurer, and Secretary.

# Section 2 – Eligibility, Term and Vacancy

1. **Eligibility.** Only members whose membership dues are current shall be eligible to hold office.
2. **Term.** Elected officers shall be eligible to serve no more than one consecutive two-year term in the same office. Elected officers shall assume their official duties at the start of the new fiscal year.
3. **Vacancy.** In the event of a vacancy in any elected office the Board of Directors shall fill the vacancy for the unexpired term.

# Section 3 – Duties of Officers

1. **The President shall**:
	1. Preside at all meetings of the Club and of the Board of Directors.
	2. Represent the Club in the community or assign a designee.
	3. Serve as Ex-officio on all committees, except the Nominating Committee.

# The Secretary shall:

* 1. Record and keep the minutes of all meetings of the Club and of the Board of Directors.
	2. Be custodian of all records and correspondence of the Club except records of the Treasurer.
	3. Keep an accurate roster of all members of the Club unless another member has been assigned this duty.

# The Treasurer shall:

* 1. Be custodian of all monies, receive and disburse all funds of the Club and make deposits in the bank designated by the Board of Directors.
	2. Prepare a budget for the new fiscal year for review by the Board of Directors.
	3. Provide the records for the annual audit.

**Section 4. – Nominations and Elections**

1. **Club Offices.** In an election year,at the business meeting in July a Nominating Committee of three (3) members shall be named. It shall consist of a Chair to be appointed by the President, one member appointed by the Board of Directors, and one member appointed by the Club.
	1. This Committee shall accept names from members for offices. In the event there are no nominations for any given office, the Committee shall meet and prepare a slate of officers consisting of at least one candidate for each office to be presented to the Club at the business meeting in August. In the event, the Nominating Committee is unable to prepare a complete slate, the Chair shall advise the club President at least three (3) business days prior to the upcoming business meeting. The Board shall resolve any issues.
	2. No one shall be nominated who has not consented to serve if elected.
	3. If there is more than one candidate for any office, this Committee shall prepare an official ballot for use in electing the new officers at the September business meeting.
2. **Club Officers.** Election of Club officers shall be by ballot at the business meeting in September. A plurality vote shall elect.
	1. If there is only one candidate nominated for a given office, election for that office **may** be by voice vote.
	2. Installation of officers shall be held no later than September 30th.

# ARTICLE V BOARD OF DIRECTORS

The Board of Directors shall consist of the Officers and the Chairs of the Service, Scholarship and Fundraising Committees.

# ARTICLE VI

**MEETINGS**

**Section 1 - Club Meetings**

1. **Regular Meetings.** Club meetings shall be held as outlined in the Rules of Procedure.
2. **Method of Meetings.** Meetings may be held virtually, by telephone or in person depending on the needs.
3. **Special Meetings.** Special meetings of the Club may be called by the President or the Board of Directors.
4. **Quorum.** A quorum of any meeting of the Club shall be 50 percent of the total membership, plus one member.

# ARTICLE VII FINANCES AND FUNDS

# Section 1 - Fiscal Year

The fiscal year of the Club shall be October 1-September 30.

# Section 2 - Annual Dues

1. The annual dues for each member shall be $70.00.
2. Dues shall be paid annually in advance in the month of June for the upcoming fiscal year.

# Section 3 - Annual Budget

A budget of the estimated income and expenditures for the fiscal year shall be adopted by the club membership.

# Section 4 - Audit

An annual audit of the books and records of the Treasurer shall be made by two members of the Club, to be designated by the Board of Directors.

# ARTICLE VIII

# PARLIAMENTARY PROCEDURE

**Section 1 - Parliamentary Authority:** Robert’s Rules of Order shall be the parliamentary authority for all matters of procedure.

**Section 2 - Amendments:**

1. These Bylaws may be amended at any meeting of the Club by a two-thirds (2/3) vote of those present and voting, provided previous notice of the proposed amendment has been given to the membership.
2. Bylaw amendments shall go into effect immediately, unless otherwise indicated.

Amended: May 4, 1971

Amended: May 4, 1982

Amended: October 1984

Amended: February 1989

Amended: March 1993

Amended: March 3, 1999

Amended: June 4, 2002

Amended: April 4, 2006

Amended: September 16, 2008 President: Linda Moody Amended: December 1, 2009 President: Gayle Bramson Amended: April 6, 2010 President: Gayle Bramson Amended: February 1, 2011 President: Dolores Taylor Amended: August 6, 2013 President: Carol Zeber Amended: April 7, 2015 President: Carol Zeber

Amended: February 5, 2019 President: Sheila Morris

Amended: August 4, 2020 President: Emily McCrater (effective October 1, 2020)

Amended: May 4, 2021 President: Emily McCrater