

BYLAWS OF RIVER HAVEN SOCIAL CLUB ASSOCIATION

ARTICLE I.

The name of this Association is River Haven Social Club Association, a not for profit association.

ARTICLE II.

The object of this Association shall be to promote goodwill, fellowship, unity, harmony and to plan social functions.

ARTICLE III. Membership:

Section 1.

Active members: Members shall be limited to resident owners. Membership fee of \$10.00 per year shall be due in January and payable by January 31st. Members whose dues are not paid by this date shall be considered in arrears.

Section 2.

Associate members: Associate member is a resident of the park and/or significant other but not a homeowner. Said members shall have all the rights and privileges of a homeowner, except the right to vote. The dues for an Associate Member will be \$10.00 per year. A member not paid by January 31st shall be dropped from the membership.

Section 3.

New Members: Owners or residents moving into the park are given one season free of dues. Delinquent members and/or dropped members may be reinstated by paying the full dues.

ARTICLE IV. Officers:

Officers shall include a President, Vice-President, Secretary, Treasurer and Sergeant at Arms. These officers shall perform the duties prescribed by these Bylaws and Parliamentary Authority adopted by the Social Club.

ARTICLE V. Duties of Officers:

President:

To preside at the meetings of the Social Club. To see that its business is properly conducted. To act as an Ex-officio member of each committee except in case of a tie. To appoint members of the various committees and create new committees when necessary.

Vice-President:

To perform all duties of the President in the absence of that officer and to assist him/her to carry out the duties whenever necessary. Is responsible for purchasing kitchen supplies for the Social Club.

Secretary:

To keep proper records of all meetings of the Social Club. To take care of all necessary correspondence and publicity as needed. To post monthly minutes at the hall. To post reminders of events on Facebook and Mail Box area.

Treasurer:

To receive all monies and keep a record thereof and to pay it out upon proper authority. One signature will be required on each check with the Treasurer and the President both having signature authority on file at the bank. To post monthly reports at the Hall.

Sergeant of Arm:

To take account of attendance at each meeting. To take microphone to people at meeting for comments

ARTICLE VI.

Section 1.

Officers shall be elected at the annual meeting in January and installed as the first order of business at the February meeting and shall serve for a period of two (2) years or until their successors are elected. Elected officials may not serve more than two terms in that particular office.

Section 2.

A nominating committee consisting of the Chairperson and their chosen Committee shall present a slate and shall nominate a candidate for each office in December.

Section 3.

Nominations may also be made from the floor.

ARTICLE VII.

Executive Board: Shall be composed of all officers.

ARTICLE VIII. Committees:

1. Social:

The monthly social committees shall be determined by volunteers. The duty of the monthly committee will be to plan and oversee all functions for that month.

2. Welcome:

The duty of this committee will be to provide a welcome basket to new residents, inform them of the social activities and encourage them to participate.

3. Sunshine:

The duty of this committee is to send cards for illness, shut ins and sympathy.

4. Bereavement:

The duty of this committee is to arrange the Hall when residents wish to have a memorial service for their loved one.

5. Entertainment Chairman:

President or authorized monthly Committee Chairman, shall have a budget of up to, and including, EIGHT HUNDRED (\$800.00) Dollars per month, for the months of October thru March, for the acquisition of live

entertainment for any applicable month with the stipulation if the treasury reaches THREE THOUSAND (\$3,000.00) no additional money over the \$400 budget would be spent on entertainment.

These committees shall be appointed by the President as deemed necessary.

ARTICLE IX. Independent Groups:

Examples of independent Groups are Bingo, Golf, etc. All River Haven independent groups who retain money for said group in excess of \$500.00 must establish a checking account. All funds, except active working funds, must be kept in the checking account. The checking account must have multiple signers who have access to the account. A minimum of two (2) signers, preferably three, are required and all signers must be River Haven residents. The account needs to be subject to an annual compliance audit. Monthly reports of activity and balance must be read at the River Haven Social Club meetings November through April.

ARTICLE X. Parliamentary Authority:

The rules contained in the current edition of Robert's Rules of Order shall govern in all cases where applicable and where they do not otherwise conflict with the Bylaws.

ARTICLE XI. Expenditures:

No member of the Social Club will be allowed to spend any funds between scheduled meetings without the authority of the majority of the Executive Board and shall be limited to \$25.00. Itemized receipts must be provided for reimbursement.

ARTICLE XII. Audit:

An Audit Committee consisting of two (2) members shall be appointed by the President at the December meeting and shall audit the books during the month of January.

ARTICLE XIII. Amendment of the Bylaws:

These Bylaws can be amended at any regular meeting of the Social Club by a two-thirds (2/3) vote, provided that the Amendment has been submitted in writing at the previous regular meeting.