

Barker's Landing Community Club Bylaws

Article I – Name

The name of this organization shall be the Barker's Landing Community Club.

Article II – Purpose

The purpose of this organization shall be to serve the educational, social, and cultural needs of the residents of Barker's Landing, Barker's Court, and Barker Place subdivisions and to make donations for special projects to BLHOA to enhance the commonly shared grounds and facilities.

Article III – Membership

All residents of Barker's Landing, Barker's Court, and Barker Place are eligible to be members of the BLCC.

Article IV – Dues

Annual dues for membership shall be \$10.00 per family per year, for the fiscal year from July 1 to June 30. Voluntary contributions in addition to dues will be accepted.

Article V – Meetings

Meetings will be held three or more times a year, between September and May, inclusive. The specific number and months will be determined by the incoming officers each year. Meetings will be conducted on a Wednesday or Thursday of the month as part of the planned functions, or any other day so designated by the Board with 10 days notice published in a bulletin. A quorum for a meeting of the club to conduct business shall be the members in attendance.

Article VI – Officers

Officers shall be the President or Co-Presidents, First Vice President, Second Vice President, Secretary, Treasurer and the Parliamentarian. Duties of the officers shall be as follows:

President or Co-Presidents – Shall preside over all meetings and shall be ex officio members of all committees with voting power.

First Vice President – Shall, in the absence of the President, perform the duties of the president. She shall plan the educational, social, and cultural programs and act as social chairman for the community.

Second Vice President – Shall make arrangements for meeting places and volunteers for refreshments and act as assistant social chairman for the community. In the absence of the President and the First Vice President, she shall perform the duties of the president.

Secretary – Shall record the minutes of the meetings of the club, submit the minutes at each meeting, handle all correspondence, and prepare special notices for block Captain distribution. She shall also serve as signage chairman.

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Treasurer – Shall serve as membership chairman of the club. She shall receive and disburse all monies of the club as approved by the Board and collect all membership dues. She shall prepare a statement for presentation at each meeting. In her absence, the President may sign any necessary checks.

Parliamentarian – Shall see that Robert's Rules of Order are followed at all times and shall be Chairman of the By-laws Committee. She will also serve on the Nominating Committee.

Article VII – Elections

A Nominating Committee shall consist of five members: the President, the Parliamentarian, and three members appointed by the President. They shall prepare a slate of officers to be presented at the meeting immediately prior to the year-end meeting. Nominations may be taken from the floor at this meeting with the prior consent of the nominee. Elections will be held at the year-end meeting.

Term of Office – New officers shall be installed at the year-end meeting. The term of office will be one year.

Vacancies of elected officers shall be filled by presidential appointment.

Article VIII – Executive Board

The Executive board shall consist of elected officers and the immediate past President. The past President shall serve as the Parliamentarian.

Article IX – Standing Committees

Standing Committees shall be Block Captain, Phone Directory, Bulletin, Neighbors Helping Neighbors, Special Projects, and Yard of the Month. The Chairmen will be appointed by the incoming Board yearly.

Duties of Standing Committees:

- A. Block Captain – The Block Captain Chairman shall contact the Block Captains to distribute all newsletters and special notices to the residents of Barker's Landing. Block Captains shall visit and welcome all newcomers to the area.
- B. Phone Directory – The Phone Directory Chairman shall compile and have printed a phone directory of all residents of Barker's Landing community.
- C. Bulletin – The Bulletin Editor shall produce the bimonthly Bulletin.
- D. Neighbors Helping Neighbors – The Chairman shall be a neighborhood liaison to coordinate food delivery for those in need.
- E. Special Projects – The Chairman shall make recommendations to the BLCC Board for special projects to enhance Barker's Landing Common Areas and follow through with the Board's instructions.
- F. Yard of the Month – The Chairman shall select a Yard of the Month and shall also select three winners of the Yard Holiday Home Decorations contest, deliver proper notice to the winners and place the yard signs.

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Article X - Audit

A member selected by the Board shall audit the Treasurer's books at no charge after the close of each fiscal year. If no one can be found to complete the audit free of charge, the Board has the discretion to conduct an internal audit by the Board as a whole.

Article XI – Amendments

These Bylaws may be amended by a majority vote of the members present at a regular or special meeting, providing a 30-day notice of the proposed amendment shall have been given.

Article XII – Parliamentary Procedure

BLCC meetings shall follow Robert's Rules of Order.