

CONSTITUTION AND BY LAWS
CRESCENT LAKE ASSOCIATION
ADOPTED BY THE MEMBERS—May 14, 2008

Article I Name:

This organization shall be known as the Crescent Lake Association.

Article II Objectives:

- a. To improve Crescent Lake and the adjacent area for the benefit of all who use it .
- b. To promote activities that will improve the fishing, swimming, boating, and beautification of the lake.
- c. To provide a liaison between the Crescent Lake Association and the Crescent Town Board.
- d. To foster good fellowship and civic interest at all meetings of the association.

Article III Membership:

- a. Membership shall be open to any individual who resides within the vicinity of the lake or who owns property within the vicinity of the lake
- b. Dues will be set by the Board of Directors and approved at the annual meeting..

Article IV Voting Privileges:

- a. Every individual in good standing shall have the right to vote and hold office.
An individual in good standing shall be defined as one whose dues are current.
- a. There will be a maximum of two votes per legal property description.

Article V Officers and Directors:

The Board of Directors shall consist of seven members, who will be elected for a term of two years. The officers of the Association shall consist of a President, Vice President, Secretary and Treasurer. The officers will be elected annually by the Board at the first meeting of the Board, which will be held following the annual meeting.

Article VI Duties of Officers:

- a. The President shall preside at all meetings of the association and the Board of Directors, and shall appoint all committees.
- b. The Vice-President shall act for the President in his absence.
- c. The Secretary shall keep an accurate record of the proceedings at the association and Board of Directors meetings, and shall handle all correspondence. The secretary will send out a notice of all meetings along with the proposed agenda
- d. The treasurer shall collect all dues, receive all monies due from other sources, pay all bills, and keep accurate records of all receipts and disbursements. The treasurer shall have available a list of all members in good standing at all association meeting
- e. The Board of Directors shall conduct the business of the association and have the same rights, privileges and duties generally conferred upon the Board of Directors. They shall meet at least two weeks prior to all meetings of the association to prepare an agenda including any resolutions or recommendations to be made to the membership.

Article VII Elections and nominations:

- a. The President shall appoint a nominating committee consisting of three (3) members. Their duty shall be to present at the annual meeting a list of candidates for the expiring terms of the Board of Directors. They shall contact and obtain the consent of all proposed candidates.
- b. The election will take place at the annual meeting and at this time further nominations can be made from the floor.
- c. The candidates receiving the highest number of votes cast by the members present shall be declared elected.
- d. All elections shall be by ballot.
- e. The new Board shall take office immediately after election.

Article VIII Standing Committees:

- a. The President shall appoint various members of the Board to serve as a chairman of the following standing committees. Each chairman shall select at least two persons from the membership to serve on his or her committee. Committees are to be as follows: 1. Membership-Publicity 2. Lake and Community Improvement 3. Refreshments, Program and Activities 4. Auditing

- b. The President may also appoint special committees as the need arises.

Article IX Duties of Committees:

- a. The Membership-Publicity Committee shall do all in its power to increase and maintain membership in the association. It shall also keep an accurate address list. It shall promote and be responsible for publicity and news releases for the association and its activities.
- b. The Lake and Community Improvement Committee shall review all business of the association involving fishing, swimming, boating and beautification of the Lake and will make recommendations to the Board of Directors as to any proposed action to be taken.
- c. The Program-Refreshment and Activities. Committee shall be responsible for any entertainment or programs at the regular meetings of the association. They shall also be responsible for any social affairs held by the association. It shall procure and serve refreshments as needed at association meetings. Any expenses involved must have prior sanction of the Board of Directors.
- d. The Auditing Committee shall audit the books of the association and report to the membership at the annual meeting.

Article X: Amendments:

This constitution may be amended, modified or changed by two-thirds vote of all eligible voters present at a regular or special meeting, provided notice of the proposed change has been [presented at the previous meeting and] announced by mail to all members at least one week previous to the meeting at which such change is to be voted upon.

Article XI Dissolution:

This association shall not be dissolved as long as ten members desire its continuance. In the event of dissolution all property and funds over and above that which is necessary to meet all outstanding liabilities incurred by the association shall be turned over to a non-sectarian charity designated by the members.

Article XII Rules of Order:

Roberts Rules of Order shall govern all matters pertaining to the conducting of business.

BY-LAWS

Meetings:

- a. The annual meeting will be on the 3rd week of July.
- b. Two additional regular meetings of the association shall be held on the 3rd Tuesday of the month commencing at 7:30 p.m. in the months of May and October.
- c. Special meetings may be called by the Board of Directors or at the request of ten (10) or more members.
- d. Any resolution (s) or recommendation (s) for action to be presented by a member at a meeting of the Association must be presented to the Board of Directors at their meeting prior to the regular Association meeting so that the matter (s) can be reviewed and recommendation (s) can be made to the membership.

Quorum:

Ten individual members entitled to vote, attending a regular or special meeting, shall constitute a quorum to conduct business.

Dues:

The annual dues of the association shall be per individual member and payable on the first of the fiscal year. Dues will be set by the Board and approved by the members at the annual meeting.

Fiscal Year:

The fiscal year shall be from January 1, to December 31st.

TAX STATUS: 501(C)(3)