

**BY-LAWS OF THE
LAKESIDE GROVERS SOCIAL CLUB**

9/29/2016

ARTICLE 1: NAME

The name of the association is the Lakeside Grovers Social Club (hereinafter called The Club.)

ARTICLE II: PURPOSE

The purpose of The Club is to provide the residents of the Lakeside section of the Village of Tamarind Grove, The Villages, Florida, the opportunity to get acquainted with one another through programs consisting of entertainment, recreational activities and informative speakers. The Lakeside area of Tamarind Grove is comprised of the houses in Units 159 and 160, Southwood Villas and Biscayne Villas.

ARTICLE III: MEMBERS

Membership is intended for residents of the Lakeside section of the Village of Tamarind Grove, The Villages, Florida.

Membership to the Lakeside Grovers Social Club shall be open to all who have established home ownership in The Villages. Verification shall be in the form of The Villages ID card.

Members must complete a Membership Application Form and pay annual dues.

ARTICLE IV: BOARD OF DIRECTORS

Functions

The Club shall be lead by a Board of Directors (hereinafter called "The Board.") The duties of The Board shall include, but not be limited to, the following:

- Planning the social activities of The Club, which might entail the entire planning of events or the appointment and supervision of volunteers willing to do the planning.
- Appointing and supervising Committees to do any work needed beyond the planning of social events.
- Reporting to The Club members regarding the work of The Board through announcements at meetings, the monthly newsletter, and The Club's website.
- Maintaining financial records in a manner that shall satisfy any audit requested by The Villages Recreation Department.
- All such additional duties as would reasonably be performed by members of a Board of Directors of similar organizations.

Board Structure

The Board is comprised of five (5) elected members: President, Vice President, Communications & Records Director, Treasurer, and Events Director. Elections shall be held in January with the new Board assuming duties in February.

To ensure continuity, the President and Vice President shall serve a combined term of two years with the Vice President becoming the President for the second year of service. Both the Treasurer and Communications & Records Director shall serve two years. The Events Director shall serve one year.

- A new Vice President shall be elected each year.
- The Treasurer shall be elected in odd-numbered years.
- The Communications & Records Director shall be elected in even-numbered years.

Any board member failing to fulfill their obligations may be removed from office by the vote of 3 of the 4 remaining officers.

Vacancies on The Board shall be appointed by The Board by majority vote and shall serve until the next election when a successor shall be elected for the unexpired term.

Qualifications

Board members must be:

- A paid-up member of The Club.
- A full-time resident of The Villages.

Duties of Officers

President

- Preside at all meetings of The Club and The Board.
- Approve all outgoing correspondence and publicity.
- Be the authorized representative of The Club for all contractual agreements.
- Be the designated Resident Lifestyle Volunteer with The District Recreation Department.
- Sign the checks of The Club in the absence of the Treasurer.
- Collect annual dues from the members and maintain a list of members in good standing.
- Provide the Communications & Records Director the names and contact information on new members.
- Give the Treasurer the dues collected each month.

Vice President

- In the event of the absence or inability of the President to perform the duties of office, the Vice President shall become the Acting-President.
- Be the Board Contact for the Hospitality Committee, which is responsible for refreshments and clean-up for each event.
- Be the Board Contact for the Welcome Committee which is responsible for making new members feel welcome.

Communications & Records Director

- Prepare minutes of all Board meetings in a timely fashion for review by The Board.
- Make minutes of Board meetings available to any Club member who makes a written request for this information.
- Publish the monthly newsletter within a week of each monthly Board meeting.
- Send out email alerts as approved by the President.
- Maintain The Club's website.
- Coordinate volunteer photographers.

- Have a designated trained, back-up for each of the major functions of this position.

Treasurer

- Maintain the financial records of The Club. These records must be maintained in a manner that will satisfy any audit requested by The Villages Recreation Department, as well as the annual informal audit described in Article VI: Finances.
- Present to The Board a written account of the finances at each monthly Board meeting.
- Sign the checks of The Club as approved by The Board.
- Report The Club's financial status to any Club member who makes a written request for this information.
- Be the Board Contact for the Ticket Committee and any fund raising committees.

Events Director

- Be the Board Contact for the Event Planning Committee.
- Be the primary liaison with the Recreation Department for room arrangements of the monthly meeting.
- Responsible for notifying the editor of the Recreation News about our upcoming monthly event.

Nominations and Elections

A Nominating Committee of three Club members shall be appointed by The Board at their October meeting.

The Nominating Committee shall be introduced at the October event and their names published in the October newsletter and on The Club's website. Instructions for nominating candidates shall be included in the newsletter and on the website.

The Nominating Committee is responsible for:

- Verifying each candidate meets the qualification for Board membership.
- Verifying each nominee understands the duties of the office and is willing to assume this position.
- Notifying the nominator of the disposition of the nomination.
- Obtaining at least one candidate for each Board position that is open for election.
- Preparing the ballot for distribution to all Club members
- Tallying the votes.
- Notifying the Board of the election results prior to the January Board meeting.

The ballot prepared by the Nominating Committee shall contain the name and picture of each candidate as well as a summary, submitted by the candidate, of experience and interest in the position. The summary shall not exceed 200 words.

Ballots shall be emailed to all members between January 2 and January 16. Voting shall be by return email within 7 days from date of mailing. This deadline shall be clearly stated in the balloting email. No votes after this deadline shall be counted.

Each member has one vote. When members of a household share an email address the email reply must specify the name (or names) of the person casting the ballot.

The candidate receiving the most votes for an office shall be declared the winner. Run-off elections shall not be held unless there is a tie. The incumbent Board shall determine the date and time of the run-off.

The Board will notify the slate of candidates of election results prior to the January event where new Board members shall be introduced to The Club. Election results will also be published in the February newsletter. Newly elected Board members shall assume responsibilities with the February Board meeting. In the event of a run-off, the incumbent shall maintain the position until a winner is determined.

Board Meetings

Board meetings shall be held each month.

ARTICLE V: PROGRAMS

Regular Monthly Event

The Club shall hold an event each month. These events generally will be held at a local recreation center on the fourth Monday of each month.

Meetings are not intended to be used as commercial or political forums. This does not preclude inviting commercial entities to give presentations that will assist The Board and the general membership in making decisions for the good of The Club.

Attendance

All programs are restricted to The Club members and when space permits, their guests.

ARTICLE VI: FINANCES

Dues

Annual dues shall be five dollars (\$5.00) per person. Annual dues shall become due and payable on the first day of October each year.

Other Income

Additional income shall be generated through the sale of tickets for monthly programs as well as through any other activities approved by the Board. The purpose of all monies raised is to help defer the cost of entertainment, food, and necessary incidentals needed to plan and conduct the monthly meetings of the membership.

At the Board's discretion, a special fund raiser could be held for a designated charity as long as the purpose of this fund raiser is clearly communicated to the members.

Payment of Expenses

Expenses in excess of \$100 must be approved by the Board. Approval may take the form of Board approval of the event budget. Receipts are required for reimbursement of expenses.

Annual Informal Audit

At the end of the fiscal year, the Board will appoint at least two non-Board members to conduct an informal audit of the Club's financial records that have been maintained by the Treasurer. A report of findings must be completed by the end of January and presented to the new Board at their February meeting

ARTICLE VII: INDEMNIFICATION AND LIABILITY

No individual member or officer of The Club shall be liable for the debts, liabilities, or obligations of The Club.

ARTICLE VII: DISSOLUTION

The Lakeside Grovers Social Club may be dissolved only with the authorization of its Board of Directors at a special meeting called for that purpose, and with the approval of two-thirds (2/3) vote of the Club members present.

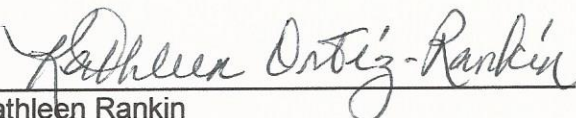
Upon dissolution, all remaining assets, after payment in full of all its debts, obligations and necessary final expenses, or after making adequate provision therefore, shall be distributed to such tax-exempt, charitable organizations chosen by the existing Board of Directors.

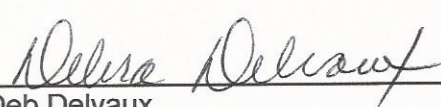
ARTICLE VIII: BY-LAWS

With the approval of four Board members, amendments to the By-Laws may be submitted to the membership for approval. An email detailing the changes to the By-Laws shall be sent to each member with instructions to reply with any objections within seven days. The Board will review all objections and will inform the sender of the decision. If the proposed amendments are modified, another email will be sent to all members and the process repeated.

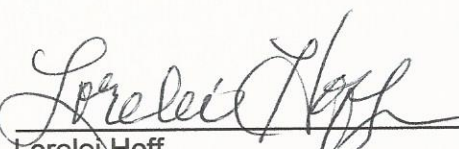
Current By-Laws shall be posted on the Lakeside Grovers Social Club website:
www.LakesideGrovers.com

These By-Laws were approved at a meeting of the Board of Directors of the Lakeside Grovers Social Club on the 25 day of October, 2016.


Kathleen Rankin
President


Deb Delvaux
Treasurer


Sandy Johnson
Communications & Records Director


Lorelei Hoff
Events Director