

The Land & Lake Ladies Club

A non-profit organization made up of women of all ages, race, and religion, who share a common goal: To work together to improve our local community, socially, physically, culturally, and educationally.

I. Name

1. The name of the group shall be The Land & Lake Ladies Club

II. Board of Directors

1. The Board of Directors shall serve without pay and consist of four members.
2. Board members shall serve two year terms.
3. Vacancies shall be filled by the Board, with the recommendation of the Executive Director.
4. Board members with four absences shall be dismissed from the Board.

III. Officers

1. The officers of the board shall consist of a Chair, Vice Chair, Secretary, and Treasurer nominated by the Board or members.
2. Elected officers will serve a term of two years.
3. (a)The Chair shall preside at all Board meetings, appoint committee members, and perform other duties as associated with the office. (b)The Vice-Chair shall assume the duties of the Chair in case of the Chair's absence. (c)The Secretary shall be responsible for the minutes of the Board, keep all approved minutes in a minute book, and send out copies of minutes to all. (d) The Treasurer shall keep record of the organization's budget and prepare financial reports as needed.

IV. Committees

1. The Board may appoint standing and ad hoc committees as needed.

V. Meetings

1. Regular meetings shall be held quarterly.
2. Special meetings may be held at any time when called for by the Chair or a majority of Board members.
3. Agendas shall be provided at least two days in advance.

VI. Voting

1. (a) A majority of board members constitutes a quorum. (b) In absence of a quorum, no formal action shall be taken except to adjourn the meeting to a subsequent date.

2. Passage of a motion requires a simple majority one more than half the members present.

VII. Conflict of Interest

1. Any member of the board who has a financial, personal, or official interest in, or conflict (or appearance of a conflict) with any matter pending before the Board, of such nature that it prevents or may prevent that member from acting on the matter in an impartial manner, will offer to the Board to voluntarily excuse him/herself and will vacate his seat and refrain from discussion and voting on said item.

VIII. Fiscal Policies

1. The fiscal year of the board shall be March 31st to April 1st

IX. Fundraising

Fundraisers must be approved in advance by The Land & Lake Ladies Club and all raised funds must be deposited into the organization's account.

X. Dues

Dues shall be collected annually on April 1st. The amount shall be decided by a majority of board members. In absence of a quorum see article VI (b).

X. Amendments

1. These by-laws may be amended by a two-third vote of Board members present at any meeting, provided a quorum is present and provide a copy of the proposed amendment(s) are provided to each Board member at least one month prior to said meeting.