

DEER HARBOR COMMUNITY CLUB

BYLAWS

AMENDED 11 MAY 2018

Article I: Specific Objectives and Purposes

The Deer Harbor Community Club (DHCC), a 501(c)(3) corporation, has these specific objectives and purposes:

- a. To solicit and obtain funds for renovating and maintaining the DHCC building, a historic schoolhouse owned by the Corporation, which is used as a public gathering place for the advancement of community well-being and for other charitable purposes of benefit to the Deer Harbor community;
- b. To ensure continued postal service in Deer Harbor by leasing the Deer Harbor Post Office building, a public building owned by the Corporation, to the United States Postal Service, with funds obtained used only for Corporation purposes;
- c. To provide programs to educate and entertain the Deer Harbor community and the general public;
- d. To sponsor seminars and other educational events where community, environmental and other leaders, governmental and organizational representatives, and other members of the public and government, may meet to exchange ideas;
- e. To expand and redefine our programs from time to time, as necessary, to maintain a high-level of community spirit and involvement in Deer Harbor.

Article II: Membership

Section 2.1. Eligibility. Membership in this Corporation shall be open to all who are or have been residents of Deer Harbor, or who own or have owned property in the Deer Harbor area, or who promote the well-being of the Deer Harbor community.

Section 2.2. Classes of Membership. There shall be three classes of membership: Individual, Family, and Business. Members are entitled to one vote per Individual, two per Family, and two per Business.

Section 2.3. Dues. Dues shall be recommended by the board of directors and shall be approved by a majority vote at the annual meeting. Dues are payable annually on or before January 1. Members enrolled after September 30 shall be credited with payment for the following year.

Section 2.4. Termination of Membership. Dues not paid by March 1 of each year are delinquent, at which time the member's name shall be removed from the membership roll.

Article III: Officers

Section 3.1. Officers and Duties. The officers of the Corporation shall be a president, vice president, secretary, treasurer, director-at-large, and four trustees. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the Corporation.

Section 3.2. Nomination Procedure. At the regular board meeting held in March, a Nominating Committee shall be appointed by the president. It shall be the duty of this committee to nominate candidates for the offices to be filled at the annual meeting in May. Additional nominations from the floor shall be permitted at the annual meeting.

Section 3.3. Elections. Officers shall be elected by a majority vote of members present at the annual meeting. Each person elected shall hold only one office at a time.

Section 3.4. Eligibility. All officers shall be members of the Corporation.

Section 3.5. Term of Office. Newly elected officers shall begin their term of service on July 1 following their election. All officers shall serve for a two-year term; no president shall serve for more than two consecutive terms.

Section 3.6. Vacancies. In the event of a vacancy, the president shall appoint a replacement, with approval from the board, to serve the remainder of the term.

Article IV: Duties of Officers

Section 4.1. President. The president shall preside at all meetings; shall be responsible for seeing that all Corporation business is duly executed; may call special meetings when deemed necessary or upon request by the members.

Section 4.2. Vice President. The vice president shall assist the president and carry out all duties of the president whenever the president is unable to do so.

Section 4.3. Secretary. The secretary shall keep minutes of all board meetings and the annual meeting, including motions made by the general membership. Additionally, the secretary shall preside in the absence of the president and vice president, and keep copies of the articles of incorporation and bylaws.

Section 4.4. Treasurer. The treasurer shall have charge of all funds of the Corporation; shall deposit all funds in a local bank; shall keep records of all membership dues paid; shall make a report at each regular board meeting and shall give an annual report at the annual meeting. Rules governing rental or leasing of the buildings shall be on file with the treasurer.

Section 4.5. Director-at-Large. The director-at-large is responsible for the maintenance of the real property of the Corporation and shall make recommendations to the board on all major matters regarding the buildings and grounds, including their use, repairs, and construction. A majority vote by board members present at any meeting shall pass recommendations. The director-at-large shall also perform tasks as directed by the president.

Section 4.6. Trustees. Trustees shall advise the board, make recommendations pertaining to Corporation property, and perform tasks as directed by the president. Should they choose, they can audit the treasurer's books prior to the annual meeting each year. The immediate past president is encouraged to continue serving on the board as a trustee, providing wise counsel and insight on past issues and other matters that may be relevant.

Article V: Meetings

Section 5.1. Regular Meetings. The regular meetings of the Corporation shall be held at the DHCC on the second Friday of each month from September to June.

Section 5.2. Annual Meeting. The regular meeting on the second Friday in May shall be known as the annual meeting and shall be for the purpose of electing officers, receiving reports of officers and committees, and for other business that may arise.

Section 5.3. Cancellation of Meetings. A Corporation meeting may be canceled by the board at the president's request, providing members are notified of the cancellation in advance.

Section 5.4. Official Notifications. Official notifications shall be delivered by mail, hand, digital means, or posted at the Deer Harbor Post Office.

Section 5.5. Quorum. Fifteen members of the Corporation shall constitute a quorum.

Article VI: Board of Directors

Section 6.1. Board Composition. The officers of the Corporation shall constitute the board of directors.

Section 6.2. Board Duties and Powers. The board of directors shall have general supervision of the affairs of the Corporation between its meetings, fix the hour and place of meetings, make recommendations to the Corporation, and perform such other duties as are specified in these bylaws. No person serving on the board shall receive any salary or compensation for work done on behalf of the Corporation.

Section 6.3. Board Meetings. Unless otherwise ordered by the board, regular meetings of the board of directors shall be held on the Wednesday before the regular Corporation meeting each month, September to June. A majority of the board members shall constitute a quorum.

Article VII: Committees

Section 7.1. Building and Grounds Committee. Shall be headed by the director-at-large and shall complete tasks necessary to maintain Corporation property in good working order.

Section 7.2. Deer Harbor Auxiliary (DHA) Committee. The auxiliary raises funds to assist in the preservation and maintenance of the DHCC building. This is accomplished by volunteers who participate in fundraising, and also charitable, educational, and entertainment activities. A trustee shall be the chair of this committee.

Section 7.3. Information Technology (IT) Committee. Shall advise the board on technical matters, maintain the website and integrated web services, and ensure timely digital communications to the community.

Section 7.4. Membership Committee. Shall complete the tasks necessary for the annual membership drive, maintain accurate membership records, ensure monies collected are deposited, and conduct efforts to attain new members.

Section 7.5. Programs Committee. Shall solicit hosts and periodic entertainment or presentations for the monthly potlucks, coordinate necessary management of the potlucks and other events agreed upon by the board, and notify the community of upcoming events.

Section 7.6. Rental Committee. Shall act as the point of contact for potential renters, maintain necessary rental records, ensure Corporation legal requirements are met, and direct rental monies collected to the treasurer for deposit.

Section 7.7. Other Committees. Other committees, standing or special, may be established by the Corporation as it shall from time to time deem necessary to carry on its work. Their members shall be appointed by the president and the president shall be an ex officio member of all committees.

Article VIII: Parliamentary Authority

The rules contained within the current edition of *Robert's Rules of Order Newly Revised* shall govern the Corporation in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Corporation may adopt.

Article IX: Amendments

The articles of incorporation or these bylaws may be amended at any regular meeting by a majority vote of the members present, providing ten days notice has been given of the proposed amendments and date of the meeting.

Certificate of Adoption

We, the president and secretary, respectively, of the Deer Harbor Community Club, hereby certify that the foregoing is the amended and restated bylaws duly adopted as the bylaws of said Corporation by its members on 11 May 2018.

Kevan Rayne, President

Pamela Kyle, Secretary

Date: 11 May 2018

Incorporated with the State of Washington in 1972.

EIN: 91-6049238