

CREEKSIDE BLUE BELLES BY-LAWS

ARTICLE I – GENERAL

Section A. Name of Organization: Creekside Blue Belles

Section B. Purpose: Creekside Blue Belles is a social club designed to raise money for Camp Carefree through various fundraisers and organized activities while promoting a sense of community and fun.

Section C. These By-Laws shall comply with the Creekside at Bethpage Association, Inc.'s (the "Association") Governing Documents and Chartered Club Rules & Regulations ("Rules"). In the event of a conflict between these By-Laws and the Governing Documents, or Rules, the Governing Documents or Rules, in descending order, shall prevail.

Section D. This club shall be operated so that club income should not greatly exceed expenses (operating expenses and capital requirements) resulting in a net operating gain. Club dues will be adjusted where necessary to comply with this provision. Where revenues do exceed expenses, the net gain will be used solely to foster continued club growth and activity, or fund our designated charity, Camp Carefree.

ARTICLE II - MEMBERSHIP

Section A. Membership shall be open to all Association Owners and Qualified Occupants whose rights to use the Association's facilities have not been suspended pursuant to the Governing Documents without discrimination as to race, color, national origin, religion, sex, or disability. All persons shall be required to present their activity card or member number when joining the club.

Section B. There shall be no precondition for membership except for reading of one book or listening to one audio book written by Jill Conner Browne (a recommended title: The Sweet Potato Queens' Book of Love). There is no particular skill required for membership in this club. Membership is not required to join any national, state, or regionally affiliated organization. Members will have the option of attending national meetings, parades and other activities at his/her own expense. In the interest of club spirit, members will purchase, at their own expense, club-approved T-Shirts and other club attire. This spirit attire is part of the fun and creates a cohesive appearance at events and outings.

Section C. Owners and Qualified Occupants may attend a maximum of three meetings as a non-member of the club. Thereafter, an Owner or Qualified Occupant shall be required to become a dues paying member. Official dues paying members may bring guests to events at their own expense when permitted by the event rules.

Section D. Dues/renewal dues shall be paid annually for the calendar year and are determined by the club's board. Any increase in dues shall be approved by the general membership. Club membership is required to be renewed annually. Initial dues will be \$25 per year to cover administrative costs like bank fees, postage, and copying fees related to operating the club in accordance with Creekside Community Rules and Regulations. There will be no proration of dues.

ARTICLE III – OFFICERS

Section A. The board is the governing body of the club. It shall consist of (as a minimum) a President, Vice-President, Secretary, and Treasurer. The Founders of the Club, Rhonda Van Voorhies and Lori College shall serve as Boss Queens forever or until self-termination from these positions. The Boss Queens will retain voting rights as Board Members throughout their tenure. In the first 2 years, they will also serve as President and Vice President respectively.

Section B. The board shall be elected by a vote of the general membership beginning in year 3 and shall serve without compensation and shall be considered the governing body of the club. The newly elected officers (or appointed officers, in case of a vacancy) shall within 14 days, attest that they have read and understand and will abide by the club's by-laws and the Association's Chartered Club Rules & Regulations. They do this by signing the New Club Officer's Form CC-5 and forwarding it to the Community Manager.

Section C. Each officer shall serve a term of 2 year(s). There is no regulation pertaining to the number of consecutive terms an officer may serve if duly elected. The Boss Queens shall preside at all meetings; consult with other officers of the organization and/or the membership on all matters of concern to the organization. Another board member shall preside at meetings in the absence of the Boss Queens and assist whenever necessary. The secretary shall record minutes of all board meetings and formal meetings of the club's general membership. The treasurer shall keep all records of financial transactions and assets, collect dues, keep an up-to-date membership list and maintain the club's checking account. The officers shall each have such powers and duties as generally pertain to their respective offices.

Section D. All members of the board except the Boss Queens will be elected by the club's general membership present at a meeting where quorum is present. Officers shall be elected by a majority vote. Voting may be by a show of hands if uncontested, or shall be by secret ballot if more than one member is running for the same office.

Section E. The executive board shall hold regular meetings at their discretion. A quorum shall consist of a majority of the board members. The majority vote of a quorum of the board shall be a valid decision of the board. These meeting may be held via electronic methods such as email, but a record of any electronic votes will be maintained.

Section F. In the event of a vacancy in a board position, interim appointments shall be made by a majority vote of the remaining members of the board, even if less than a quorum, to fill the un-expired term of office. If an elected board member cannot fulfill his/her duties, that board member will be asked to resign to allow the club to elect or appoint a replacement.

Section G. All executive board members, upon retiring from office, shall deliver all records, historical information and other property belonging to the club to their successor.

ARTICLE IV - MEMBERSHIP MEETINGS

Section A. General membership meetings shall be held monthly with special events held sporadically. The board may call special meetings as deemed necessary. All members in good standing will be notified via mail or electronic means of scheduled meetings with at least one week notice.

Section B. A quorum at a regular or special meeting shall consist of a minimum of 25% of the club's members at that time. Attendance will be taken at meetings to maintain our charter club status.

Section C. Voting procedures, unless otherwise stated in these by-laws shall be a majority vote by show of hands.

ARTICLE V – FINANCIAL

Section A. Financial records shall be maintained for a period of seven (7) years. These records shall be filed with the Association's Community Manager with copies retained by the current treasurer.

Section B. Dual signatures are required on all checks over \$500. Electronic payments require two signatures on invoices. All expenditures shall be paid from the clubs checking account, regardless of the amount.

The Creekside Blue Belles Club will have a budget. All activities that involve financial transactions shall operate within the budget. The budget will be approved annually by the general membership. Non-budgeted expenditures of up to \$100 per transaction shall be approved by the treasurer and reported to the general membership at the next regular meeting.

Section C. Since the dues of the club are designed to cover only essential operating expenses like bank fees, web fees and postage; the members of the club and their guests will be responsible for covering their own expenses related to club events, activities and outings. Whenever possible, the board will provide this information in advance to members.

Section D. If any financial transactions take place within the club, the records must be certified on an annual basis by an individual(s) other than those elected to the executive board or their immediate family. The results of the certification (i.e., Form CC-9) shall be presented to the general membership and duly recorded in the applicable minutes of the meeting at which presented.

Section E. Responsibility for cash and inventory control shall be designated to an officer by the board. The financial records shall include:

- A record of all moneys collected and dispersed into the club's checking account
- An annual membership list (Form CC-2)
- An annual inventory of all equipment and furniture.
- An annual financial report based on a calendar year (Form CC-9). This report shall be submitted to the Community Manager and made available to the general membership.

ARTICLE VI – COMMITTEES

Section A. Standing committees and ad hoc committees can be created as the board deems necessary to promote the objectives of the club.

Section B. Committee chairpersons may be appointed by the president or board or elected by the membership as determined by the Executive Board.

ARTICLE VII – BY-LAW REVISIONS

Section A. Proposed by-laws changes shall be approved by the board and submitted to the Community Manager for preliminary approval prior to their submission to the general membership for its approval. Club members shall be notified in writing of any meeting to amend the by-laws; such notice shall be a minimum of two weeks prior to that meeting.

Section B. To revise the by-laws of this club requires a majority vote of the membership present at a meeting duly called for such a purpose, a quorum being present, and required notice being given. A complete revised copy of the by-laws will be presented to the club members and, upon a majority vote by the membership, will be forwarded to the Community Manager for final approval.

ARTICLE VIII – DISSOLUTION

Prior to club dissolution, and after all debts are satisfied, all property and assets under the club control shall be documented and physically relinquished to the Association through the Community Manager.

Rhonda Van Voorhies

Gloria Caracciolo

**Rhonda Van Voorhies, Boss Queen
CO-FOUNDER OF CLUB**

**Name/Signature
FOR THE COMMUNITY ASSOCIATION**

October 9, 2017
Date

October 9, 2017
Date

Lori College

**Lori College, Boss Queen
CO-FOUNDER OF CLUB**

October 9, 2017
Date