

SCOTTSMOOR COMMUNITY ASSOCIATION BY LAWS

Article I: Name

Section 1 The name of this association shall be the "Scottsmoor Community Association". It shall be a non-profit association.

Article II Purpose

Section 1 The purpose of this association shall be to:

- A Create, inspire, and demonstrate leadership and enthusiasm in and for all matters relating to civic economic, environmental and recreational development, and all activities for the betterment of the community.
- B Serve as a medium whereby residents of the community may make known their views on matters of concern to the entire community.
- C Recommend appropriate representatives to attend meetings of the Brevard County Commission and other government bodies when their actions may affect the community. These Representatives shall report to the officers and membership.
- D Encourage the appearance of interesting guest speakers from all fields that would educate and motivate the general membership.
- E Support the community through charitable donations to individuals or organizations as approved by a majority vote of the membership present at the meeting.

Article III Membership

Section 1 A member of this association must:

- A. Be at least eighteen (18) years of age.

- B. Reside or own property within the boundaries of Brevard County Precinct 106.
- C. A member of this association must have dues paid in full by the end of February to be eligible to make a nomination and or vote in the yearly election.
- D. A member of the association must have dues paid prior to the opening of the meeting to be eligible to: offer a motion or to vote in all matters not included by article III section 1 item C.
- E. Non-residents who do not adhere to Article III, Section 1, B can obtain non-resident membership status if they are sponsored by a current member and receive a majority vote in favor of their membership.
- F. Non-resident members will have all the rights privileges and responsibilities of an Article III member with these restrictions:
 - 1. Non-resident members may not make a motion or vote.
 - 2. Non-resident members may not be elected to Executive Board.

Section 2 Cause for dismissal from membership in this association shall be:

- A. Disorderly conduct, as determined by a majority of the membership.

Article IV: Officers and Elections.

Section 1 The association shall elect a President, Vice President, Secretary, and Treasurer.

- A. The President shall preside at all meetings of this Association.

- B. The Vice President shall in the absence of the President, perform the duties of the President.
- C. The Secretary shall keep the minutes of all meetings of this association. He / She will give notice of such meetings and shall perform other duties assigned by the Executive Committee.
- D. The Treasurer shall receive, deposit and disburse all funds belonging to this association. He / She shall keep account of liabilities expenditures.

Section 2 Terms of office for all officers of this association shall be for two years. All officers shall be elected by nomination in general assembly, by the members of this association at the annual meeting every year. President and Vice President shall not hold office for more than two (2) full consecutive terms. There is no term limit for Secretary and Treasurer. President and Secretary shall be elected on odd years, Vice President and Treasurer on even years. Other Executive Committee Members will be elected annually.

Section 3 Any vacancy occurring in any office of this association shall be filled by a vote of the membership.

Section 4 The Executive Committee of this association shall consist of the President, Vice President, Secretary, Treasurer, Immediate Past President when possible, and two non-officer board members. When Immediate Past President is unavailable, this position will be filled by a vote of the membership as an additional non-officer board member.

Section 5 Between monthly meetings the administrative powers of the association shall be vested in the Executive Board.

- 1. A majority vote of 4 Executive Board members is required to pass administrative measures.
- 2. All administrative measures that pass during Executive Board meeting must be presented to the general membership at the next monthly meeting.

Section 6 Any officer of the Association may be removed from office by a majority vote of the membership present at the meeting for any of the following reasons:

1. Three or more unexcused absences from a regularly scheduled meeting.
2. Conviction of a crime.
3. Failure to pay membership dues by the end of February.
4. Failure or refusal to perform the duties of their office as outlined in the bylaws.

Article VIII.V Finances

Section 1 All checks shall be signed by the Treasurer. If the Treasurer is unavailable the President shall sign checks. If the Treasurer and the President are unavailable the Vice President shall sign checks. All checks shall be under the supervision of the association.

Section 2 Budget An annual budget for the following year shall be presented by the Executive Board to the membership for approval on or before the last annual membership meeting.

Section 3 The President, or if the President is unavailable the Vice President may in an emergency spend up to (\$200.00) Two hundred dollars without the approval of the membership, any sum greater than (\$200.00) Two hundred dollars must be brought up at the next regular meeting for approval from the membership.

Article V: Standing Committees

Section 1 Special Committees shall be appointed by the President.

Article VI: Annual Meeting.

Section 1 The annual meeting shall be held in March for the election of officers. Thirty (30) days advance notice shall be given to members prior to the annual meeting. Annual reports will be given at this time.

Section 2 Regular meetings of this association will be held once a month, time and place to be decided by the association. Special meetings to be called by the President as required.

Section 3 A written or recorded records of all business of this association shall be maintained by the Secretary.

Section 4 Any meeting may be audio or video recorded by any member of the association.

Article VII: Dues.

Section 1 The annual dues shall be ten (10) dollars per individual per fiscal year. Dues are collected for the current year starting at the first of the year. Annual dues payments should be made in January. Dues shall be paid to the Treasurer who turns a copy of the current members list over to the Secretary on or about March 1st each year.

Section 2 Newcomers should pay dues upon joining for the current fiscal year. Initial Dues paid on or after the last meeting of the year will be applied to the following year.

Article VIII: Fiscal Year

Section 1 The fiscal year for this association shall be from January 1st to December 31st.

Article IX: Quorum

Section 1 For a general membership meeting of this association a quorum shall constitute no less than ten (10) members in good standing. For any Executive Committee meeting, a simple majority of the officially listed members of the committee shall constitute a quorum.

Article X: Parliamentary Procedure

Section 1 Roberts Rules of Order shall govern the proceedings of this association.

Article XI: Order of Business.

1. Pledge of Allegiance and Invocation
2. Roll call of officers
3. Introduction of Guests/Speakers
4. Reading of Minutes
5. Treasurers report
6. Committee Reports
7. Communications.
8. Old Business
9. New Business
10. Other considerations

Article XII: Amendment of Bylaws

Section 1 Amendment of Bylaws requires two thirds vote from the members present.

1. Notice for any proposed amendments shall be announced to the members at the meeting one month prior to the vote.

Article XIII: Amendments