

BOONE LAKE IMPROVEMENT ASSOCIATION

BY-LAWS

SECTION I MEMBERSHIP

- A. All applications for membership must be submitted to the Secretary in writing and must be accompanied by the required initiation fee. All applications shall be forwarded to the Board of Governors for review and recommendation. If the candidate's application is recommended by the Board of Governors it shall be presented at the next meeting for approval. If the application is approved the applicant shall, upon the payment of the annual dues, be deemed a member of the Association.
- B. Each membership carries with it the responsibility of the member to use his or her best effort to:
1. Help to protect the interest of all residents and property owners of the community of
 2. Boone Lake Shores by maintaining the existence and the quality of the waters of Boone Lake.
 3. To provide a healthy and safe environment with respect to these waters.
 4. To maintain the properties of the B.L.I.A. in a manner that is either consistent with or an improvement upon the surrounding properties.
 5. To maintain all properties in a manner consistent with all Federal, State and Town Laws, ordinances or regulations with particular attention to the Boone Lake Dam.
 6. To work to the best of their ability for the overall betterment of said community.
- C. Any member against whom charges in writing have been made for acts improper or inimical to the best interest of the Association shall appear before the Board of Governors to answer such charge. If charges are founded, the member shall be expelled.

SECTION II ANNUAL DUES

- A. The initiation fee in this Association shall be \$7.00. Annual dues thereafter shall be \$18.00 per member and

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payable no later than the 3rd Monday in April or within thirty days after bills have been mailed, whichever shall be later. Memberships of persons who have not paid their dues prior to the start of the next fiscal term shall lapse. Any membership which has lapsed may be reinstated only upon payment of the annual dues and the initiation fee.

- B. Bills for annual dues shall be mailed by the Treasurer by the 2nd week in March.

SECTION III BALLOTING

- A. Each member in good standing shall be entitled to one (1) vote. Votes may be made by proxy with a signed statement notarized by a member in good standing. Absentee ballots will be mailed upon written request to the Secretary for election of officers and for changes in By-Laws.

SECTION IV MEETINGS

- C. Regular business meetings shall begin on the 3rd Monday in April and thereafter held each 2nd Monday thru September.
- D. Regular meetings may be rescheduled if approved by the membership at a previous meeting.
- E. Either fifteen (15) members or five (5) members plus five (5) members of the Board of Governors (total 10) shall constitute a quorum for transacting business.

SECTION V ELECTION

- A. The officers and members of the Board of Governors shall be elected biennially by ballot.
- B. Two members of either the officers or the Board of Governors must be year-round residents of Boone Lake Shores.
- C. A nominating committee consisting of five (5) members shall be elected at the May regular business meeting. Nominations shall come from the floor. The committee shall elect its own chairperson. This committee shall present to the Secretary at the July business meeting a slate of candidates. Additional or counter nominations shall be accepted from the floor after the slate has been announced.

SECTION VI OFFICERS DUTIES

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PRESIDENT It shall be the duty of the President to preside at all meetings. The President shall appoint all committees not otherwise provided for and shall be ex officio chairperson of said committees. The President shall submit in writing a full report of all accomplishments of the Association during the past year at the August meeting.

VICE PRESIDENT In the absence or resignation of the President, the Vice President shall perform the duties prescribed for the President. The Vice President shall also be chairperson of the Membership Committee. The Vice President shall perform all duties prescribed by the President.

SECRETARY The Secretary shall keep an accurate record of all the proceedings of each meeting, call all meetings as prescribed in the By-Laws, attend to all official correspondence, be responsible for posting all notices, filing of records, and keep complete record of all members of the Association. The Secretary shall forward all membership applications to the Treasurer, together with an updated list of the membership.

TREASURER The Treasurer shall collect all monies, and pay all bills of the Association after they have been properly audited and approved by the Board of Governors and membership with the exception of utility, insurance and taxes which may be paid without such authorization. Bills received after the September meeting and prior to the April meeting shall be approved by an officer or the chairperson of the Board of Governors. The Treasurer shall deposit all monies in the bank approved by the Board of Governors and shall make a complete report of all receipts and disbursements. Expenditures in excess of \$250.00 shall be approved by the membership unless deemed an emergency by the Board of Governors.

BOARD OF GOVERNORS It shall be the duty of the Board of Governors to have the general management of the monetary affairs of the Association, act as a financial committee and make

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investments of funds of the Association only after presenting the plan to the membership for approval at a regular or special meeting. Excluded shall be any expenditures in excess of \$250.00 that the Board deems an emergency. Meetings of the Board of Governors shall be called by the Secretary at the request of the President or three (3) members of the Board of Governors. There must be two (2) or more members of the Board to answer complaints. Any member absent three (3) consecutive meetings without valid reason is subject to dismissal. When the President's term of office expires, he/she shall continue as President until a new president is elected. At a meeting of the Board of Governors five (5) members shall constitute a quorum.

In the event that an officer or member of the Board of Governors is unable to complete their term of duty for any reason then, except as otherwise provided for in these By-Laws, three-fourths of the then acting Board of Governors may appoint a successor to serve in such officer's or member's place until the end of that term.

SECTION VII PARLIAMENTARY AUTHORITY

- A. Roberts Rules of Order revised shall be the authority of all questions of Parliamentary Law and Proceedings.

SECTION VIII ORDER OF BUSINESS

- A. Call to order by President
- B. Roll call at the pleasure of the chair
- C. Secretary's report
- D. Treasurer's report
- E. Application for membership
- F. Presentation of bills
- G. Communications
- H. Report of Board of Governors
- I. Report of special committees
- J. Old business
- K. New business; Vote on bills, dispose of correspondence, vote on new members
- L. Adjournment
- M. Social

SECTION IX ASSOCIATION SEAL

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- A. The seal of the Association shall consist of a circular device having the words "Boone Lake Improvement Association, Incorporated 1944, Rhode Island" engraved thereon, and shall be entrusted to the Secretary.

SECTION X AMENDMENTS

- A. All amendments to these By-Laws shall be made in the manner prescribed in Article VI of the Constitution.
- B. These By-Laws shall be subject to review every five (5) years. The President shall appoint a By-Law Review Committee at the last business meeting of the preceding year.
- C. The By-Laws Review Committee shall present the recommended changes to the membership at the July business meeting.

Revised 4/15/96