

Bylaws of the Friends of the Lancaster Parks and Recreation

Article 1 – Meetings

Section I – Meetings of the Board shall be held on a monthly basis following the election of Officers and Trustees.

Section II – An Annual Meeting shall be held no later than November 30th of each year provided the Members of the Organization are notified at least two (2) weeks prior in accordance with the Constitution and Bylaws of this Organization for the purpose of a) election of officers and trustees; b) to receive various reports; c) to enact any other business germane to the organization. Members shall be notified in writing as to the date and time of the Annual Membership Meeting.

Section III – A Special Meeting of the Members may be called at any time by the Board provided the Members are notified, in writing, at least two (2) weeks prior to the proposed date and that such notice shall state the business to be transacted.

Section IV – The direction of affairs of the Organization shall rest with the Board with the President serving as Chairperson. A majority of the Board shall constitute a quorum for the transaction of business.

Article 2 – Membership

Section I – Membership in the Organization will become effective upon payment of dues.

Section II – As a Member of the Organization, each and all Members shall have an equal vote at the Annual Membership Meeting and any/all Special Meetings called by the Board that may require the Member's approval.

Article 3 – Officers and Trustees

Section I – The governing body of the Organization shall be known as the Board and shall be comprised of fifteen (15) Trustees, including four (4) Officers, which shall be elected by the Members at the Annual Membership Meeting. In order to qualify as an Officer, the candidate shall have served on the Board for a minimum of one (1) year.

Section II – A Nominating Committee, with the Past-President serving as a Chairperson, shall present a single slate of nominees to the Members for election at the Annual Membership Meeting. This Nominating Committee shall be appointed by the President in June of each year.

Section III – The President shall be an ex-Officio member of all Committees with the exception of the Nominating Committee.

Section IV – Officers shall be elected by a majority vote of those Members present at the Annual Membership Meeting, for a period of two (2) years, but not more than two (2) successive terms. The Trustees shall be elected for a term of two (2) years but may be elected

for an additional term if selected by the Nominating Committee and approved by the Membership at the Annual Membership Meeting. To assure the availability of a Past-President for advice and counsel, the immediate Past-President shall automatically become an ex-Officio member of the Board for a term of two (2) years. If the Past-President is unable to serve, The President may invite a previous Past-President to serve in this capacity.

Section V – Vacancies occurring on the Board, after the general election by the Members, may be filled by the remaining Members of the Board and may remain active until another election is held by the Members at the Annual Membership Meeting.

Section VI – Adequate accounting records shall be maintained by the Treasurer and no funds shall be disbursed without the written authority of the President and the Treasurer as approved by the Board.

Section VII – The President shall appoint an auditor, who is not an Officer, to review the Treasurer's records prior to the Annual Membership Meeting.

Article 4 – Admission Fees and Dues

Section I – The Annual Dues shall be determined by the Board.

Section II – The Membership levels shall be as follows:

- \$10.00 – Annual Young Friends (18 and under)
- \$25.00 – Individual
- \$35.00 – Family/Household
- \$50.00 – Patron
- \$100.00 – Sponsor
- \$500.00 – Benefactor

Article 5 – Parliamentary Procedure

Section I – Roberts Rules of Order, Revised, when not in conflict with these Bylaws, shall govern the all proceedings of this Organization.

Article 6 – Amendments

Section I – These Bylaws may be revised or amended by a majority vote of those Members present and voting at the Annual Membership Meeting and/or a Special Meeting provided that a copy of the proposed change(s) shall have been presented to and approved by the Board and a copy made available to all Members not less than two (2) weeks prior to the Annual Membership Meeting and/or Special Meeting. The terminology "mail", "mailed or "mailing" will include utilization of electronic mail (e-mail), fax and any other internet technology to reduce costs and increase responsiveness.

Article 7 – Property and Dissolution

Section I – If the Organization is dissolved, all its property not needed for payment of its debts and expenses shall be transferred or conveyed to one (1) or more organizations that qualify for

exemption under Section 501(c)(3) of the Internal Revenue Code (or similar statutes hereafter enacted). The Board shall select the organization/organizations to which such transfer or conveyances are made and determine how the property is apportioned between them. In the absence of such a selection or determination by the Board, it may be made by a court of competent jurisdiction. Further, the interest of a Member in the property of the Organization is limited as outlined in Article 6, Section 3 and Article 15 of the Constitution of this Organization.

(Proposed) September 2, 2014

(Adopted) November 6, 2014