

BYLAWS
OF THE ARD-WOOD CIVIC ASSOCIATION

ARTICLE I.
Name

The name of this organization shall be Ard-Wood Civic Association.

ARTICLE II.
Object

The object of this organization shall be to improve conditions for residents of the Ard-Wood area by activities that may be sponsored by the organization, including representation of the interests of the members to the township government and other governments and elsewhere as may be required from time to time.

ARTICLE III.
Members

Section 1. The membership of this organization shall be limited to those whose dues are current, having responded to the last request for dues. Residents who are not dues-paying members shall be eligible to attend regular meetings and have a voice but no vote.

Section 2. Any resident of the Ard-Wood area shall be eligible for membership.

ARTICLE IV.
Officers

Section 1. The officers of this organization shall be a President, a Vice-President, junior Vice-Presidents if desired, a Recording and Corresponding Secretary, a Treasurer, a Delegate to Federation, an Alternate Delegate to Federation, all of whom shall be Directors, and additional Directors as required. These officers shall perform the duties prescribed by these bylaws and by the parliamentary authority adopted by the organization.

Section 2. The Directors annually shall develop a slate of officers and Directors for the following year to be presented to the members at the spring annual meeting. This slate shall be developed with a conscientious effort to include all parties with a bona fide interest in the object of the organization, based on solicitations to serve as officers and Directors in periodic newsletters and on unsolicited expressions of interest from members. The slate shall be approved with or without modification by the members.

Section 3. The officers and Directors shall serve for one year or until their successors are elected, with terms to begin and end upon election.

ARTICLE V.
Meetings

Section 1. The regular meetings of the organization shall be held in the fall and the spring unless ordered otherwise by the officers and Directors.

Section 2. The regular meeting in the spring shall be the annual meeting and shall be for the purpose of approving officers and Directors, for receiving reports, and for any other business that may arise.

Section 3. Special meetings can be called by the President or by the Executive Board and shall be called upon the written request of ten members. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days' notice shall be given.

Section 4. Ten members shall constitute a quorum.

ARTICLE VI.
The Executive Board

Section 1. The officers and other Directors shall constitute the Executive Board.

Section 2. The Executive Board shall have general supervision of the affairs of the organization between its meetings, fix the hour and place of meetings, make recommendations to the organization, and perform such other duties as are specified in these bylaws.

Section 3. In the event of loss of officers or Directors between meetings of the organization, or in the event there is a requirement for new officers or Directors between meetings of the organization to carry on the work of the organization, the Executive Board shall appoint new officers or Directors who shall serve until the next regular meeting, when the new officers or Directors shall be presented to the organization for approval.

Section 4. Unless otherwise determined by the Board, meetings of the Executive Board shall be held monthly from September to June, on Thursday evenings. Special meetings of the Board can be called by the President and shall be called upon the written request of three members of the Board.

ARTICLE VII.
Committees

Committees, standing or special, shall be appointed by the President as the Executive Board or the organization from time to time shall deem necessary to carry on the work of the organization.

ARTICLE VIII.
Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the organization in all cases to which they are applicable.

ARTICLE IX.
Amendment of Bylaws

These bylaws can be amended at any regular meeting of the organization by a two-thirds vote or between meetings by the Executive Board, subject to approval at the next regular meeting.