

**Stone Creek Pinochle Club**  
**By-laws**

**ARTICLE I - GENERAL:**

- A. Name of this club shall be STONE CREEK PINOCHLE CLUB.

The purpose of this Club is to: foster camaraderie with other players as well as improve our pinochle playing skills.

These By-laws willfully comply with the Association's Governing Documents, and Chartered Club Rules and Procedures. In the event of a conflict between these By-laws and the Documents, or Rules, the Documents or Rules will prevail.

This organization shall be operated as a not-for-profit association in accordance with Florida statutes and the Association's Documents.

**ARTICLE II –MEMBERSHIP and DUES:**

- A. Membership shall be open to all Association members in good standing without discrimination as to race, religion, color, ethnic culture, or national heritage.
- B. There shall be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organization.
- C. Guest Privileges: Each member may bring no more than two (2) guests at any one meeting. A resident will be allowed to attend as a guest three (3) times before having to join the Club. This provision may be waived by the Board on an individual basis, if needed.

Definitions of a Guest:

Resident Guest – All Association members are eligible to join this Club. Until they choose to do so, they are considered a resident house guest.

Resident House Guest- A friend or family member of an Association Member that does not reside within 50 miles of Stone Creek is considered a Resident House Guest.

Developer Guest – Developer employed Sales Associates and prospective homebuyers in the company of a Sales Associate are considered Developer Guests. Prospective homebuyers may also identify themselves with a Visitor Card for participation in Chartered Club activities. Developer Guests and Prospective Home Buyers may attend a Club function as space permits.

- D. At the present time no dues are being collected. If the Club decides to require dues, the amount of dues will be determined annually upon recommendation of the Club's Board of Officers and approved by 51% of the Club's Members in attendance. Such meeting shall require thirty (30) days public notice to the members.
- E. Proper behavior and decorum are expected from all Club members. Club members, who are abusive, project an undesirable or inappropriate image, or who unnecessarily and blatantly create turmoil, disruption, and dissention among Club members or other Clubs or the Association in general, may have their membership temporarily suspended by the Club. Profanity or foul language will not be tolerated. Proper behavior includes following Club policies and procedures including safety rules when in existence. The following are steps for disciplinary action:
  - 1. First Offense – written warning from Club
  - 2. Second offense – short term suspension by the Club
  - 3. Third offense – longer term suspension by the Club
  - 4. Fourth offense – termination in accordance with procedure in Chapter Three, paragraph 3.1 C. of the Charter Club Rules and Procedures.

### **ARTICLE III - OFFICERS / MEETINGS OF THE BOARD:**

- A. The Club's Board of Officers shall consist of a president, vice president, and secretary. Or, president, vice president, and secretary/treasurer. Or, president, vice president, secretary, and treasurer. The Club president may elect or appoint chairperson for committees, as needed. After the first year of existence, the out-going President will join the Board as a consultant and a non-voting Board member. A quorum of 51% of Board Officers will be required to hold an official Board meeting.
- B. All officers shall be elected by a vote of the general membership at the Club's annual meeting by a majority vote of those members present, or are represented by a properly completed & submitted "Absentee Ballot" (Form CC-12) after a minimum of thirty (30) days public notice has been given. Officers shall serve without compensation and may not serve as an independent contractor; however, officers may volunteer instructional services.
- C. Officers shall serve for one (1) year and shall not exceed three (3) consecutive terms. A term is twelve (12) months (January 1 to December 31).
  - 1. President's Responsibilities: Convene the general and Board meetings; act as a liaison between the Club and the community; keep the Club informed of on-going events that might impact upon them; maintain decorum; become a consultant to the Board for the following year as Past President.
  - 2. Vice President's Responsibilities: Assist the President in his/her duties; act in place of the President, if needed; introduce new members, guests, and visitors to the members; orient new members to the Charter and By-laws; execute any other duties requested by the President.

3. Secretary or Secretary/Treasurer Responsibilities: Keep and maintain meetings the minutes of all general and Board meetings; keep and maintain the attendance log of all Club members at each Club meeting; keep and maintain all Club minutes; keep and maintain the Club Charter and By-laws; prepare and submit the quarterly attendance reports to the Lifestyle Director; execute any other duties requested by the President.
  4. Treasurer or Secretary/Treasurer Responsibilities: Keep and maintain all cash moneys and checking account, disburse funds as directed by the President or Board, and maintain Club's financial records.
  5. Out-going (Past) President Responsibilities: Act as a consultant to the Board on matters concerning the Club. The Past President is a non-voting member of the Board.
- D. Newly elected or appointed officers shall within 14 days of taking office, read and understand the Charter Club Rules and Procedures, sign and submit form CC-5 listing new Club Officers to the Lifestyle Director.
1. A slate of Officers will be drawn from the membership by the Board or by an appointed nominating committee at a regular scheduled meeting in October and presented to the Club at a regular scheduled meeting in November. Additional nominations will also be accepted from the floor in November. Elections will be held a minimum of fourteen (14) days afterward at a regular scheduled meeting in December. New officers shall serve from January 1 through December 31 of the following year.
  2. If a vacancy in the office of vice president, secretary, secretary/treasurer, or treasurer occurs during any given term of office, the Board will request interested applicants hand in their name for the position. If there are more than one applicant, the Board will pick the new officer from those applying for the position. If the vacancy occurs in the office of president, the vice president will assume his/her duties. The choice of replacement must be ratified at the next regular scheduled Club meeting.
  3. If a Club Officer acts in such a matter that he/she violates the Charter or By-laws, the other Club Officers will discuss the breach of behavior with that Club Officer. If the unacceptable behavior continues, the Club Officer may be recalled by a two-thirds (2/3) vote of the Club membership in a secret ballot or absentee ballot after a thirty (30) day notice to the Club membership.
- E. The Board will meet semi-annually, once in October to select a slate of officers for the following year. After the elections in December, the Board shall review the Charter and By-laws; deal with any issues during the year; determine if any parts of the Charter or By-laws need to be revised.
- F. Roberts Rules of Order shall be used as a guide for parliamentary procedure in conducting all meetings. However, the Club By laws will take precedent over Roberts Rules. Anything not stated in the By-laws shall be referred to Robert Rules of Order, newly revised.

**ARTICLE IV - MEETINGS OF THE FULL CLUB:**

A. Types and Frequencies of Meetings:

1. Regular Meetings: Weekly, every Monday 5:00pm – 9:00pm, or otherwise, as required.
2. Required Business Meetings of Board Officers: Semi-Annually.
3. Nomination of Officers Meeting: October.
4. Election of Officers Meeting: December.
5. Club may schedule up to a maximum of 3 (three) special events annually. These special events will be scheduled through the Lifestyle Director and scheduled utilizing form CC-7.

B. Voting and Quorum Procedures:

Club members will vote by a show-of-hands or written ballot. Fifty-one percent (51%) of the Club members in attendance, including fifty-one percent (51%) of the Board, will constitute a quorum for everything EXCEPT a change in the Charter or By-laws, which will require a two-thirds (2/3) quorum.

**ARTICLE V - FINANCIAL:** This section of the By-laws has limited applicability at this time.

- A. Financial records will be maintained for a period of seven (7) years. Although, the Club has maintained a checking account, the Club does not envision handling additional moneys at this time.
- B. There are no dollar limitations on expenditures by other than a vote of the general membership. NO expenditures are expected at the current time, unless voted upon by a quorum vote of the general membership.
- C. Financial records should be audited on an annual basis, by an individual(s) other than those elected to the executive Board. The results of the audit will be presented to the general membership and duly recorded in the applicable minutes of the meeting at which presented. The Club's financial shall include, but not be limited to, the checking account balance, any expenditures, donations, and inventory list.
- D. There will be no cash on hand, other than the checking account balance. Playing cards and other equipment, as needed, will be supplied by individual member donations.

**ARTICLE VI – COMMITTEES:**

- A. Permanent or standing committees will include Finance. The Board shall serve as the initial Finance Committee.
- B. The Board of Officers may appoint additional standing committee chairpersons.

C. All committees will have written mission statements.

**ARTICLE VII – AMENDMENTS:**

- A. To amend the By-laws of this Club requires a two-thirds (2/3) vote of the Club membership present at a meeting duly called for such purpose, a quorum being present and required notice given.
- B. The Club membership shall be emailed a digital copy or a written hard copy be made available, at a regular scheduled meeting, no less than thirty (30) day notice prior to voting on the proposed By-law change(s). Written ballots are required for Club By-law changes and the reason for the vote must be clearly stated on the ballot or appropriately attached. The vote for By-law change(s) requires a two-thirds (2/3) quorum of the Club membership, either present or represented by an absentee ballot.
- C. When required, absentee voting must use Form CC-12 and follow instructions for submitting absentee ballots.

**ARTICLE VIII – DISSOLUTION:**

Prior to club dissolution, and after all debts are satisfied, all property and assets shall be turned over to the Association.

**FOR THE CLUB:**

**FOR THE ASSOCIATION:**

Paul H. Dukas, President

\_\_\_\_\_  
Name, Title

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

April 1, 2022

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

By-Law changes were passed by greater than two-thirds (2/3) quorum vote (17 votes of 22 current members) on March 21, 2022.