BYLAWS  
OF  
STONE CREEK WATER CONSERVATION GROUP

ARTICLE I GENERAL

1. Name of this club shall be Stone Creek Water Conservation Group.
2. The purpose of this club is to provide residents with information and assistance on how to conserve water in and around their homes.
3. These Bylaws willfully comply with the Association's Governing Documents, and Chartered Club Rules and Procedures. In the event of a conflict between these Bylaws (and Policies and Procedures, if adopted) and the Documents, or Rules, the Documents or Rules will prevail.
4. 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

1. Membership shall be open to all Stone Creek Homeowner’s Association members in good standing without discrimination as to race, religion, color, ethnic culture, or national heritage.
2. There shall be no precondition for membership, nor will members be required to join any national, state, or regionally affiliated organization.
3. Guest Privileges: Each member shall bring any guests who are visiting Stone Creek.
4. There shall be no dues for membership.

ARTICLE III OFFICERS / MEETINGS OF THE BOARD

1. The group’s Board of Officers shall consist of a President, one Vice-President and a Secretary/Treasurer. A quorum of 51% of the Board Officers or their representatives will be required to hold an official meeting.
2. All Officers shall be elected by a vote of the Core Group’s membership at the Core Group’s meeting by a majority vote of those members present. Officers shall serve without compensation and may not serve as an independent contractor; however, officers may volunteer instructional services.
3. Officers shall serve for one year and shall not exceed three consecutive terms in the same position.

PRESIDENT: Presides over all meetings of the group including general Core Group meetings, the annual election meeting, trainings and seminars. The President shall appoint one of the Officers to act in the President’s behalf in his/her absence. The President shall sign all official group documents not otherwise designated below.

VICE-PRESIDENT: The group’s Vice President responsibilities are designated by the President, including standing in for the President in his/her absence.

SECRETARY/TREASURER: The Secretary will keep records of all Club meetings and seminars and submit attendance reports to the Lifestyle Director. The Treasurer will record and maintain any financial records the group may have. He/she will prepare all required interim and annual reports for signature by the President for delivery to the Lifestyle Director.

D. Newly elected or appointed officers shall within 14 days of taking office, read and understand the Charter Club Rules and Procedures, and submit form CC-5 listing new Club officers to the Lifestyle/Fitness Director.

1.The Interim Officers, upon Club approval by the Clubs and Lifestyle Committee, will become the permanent Officers until the next formal election.

2. At the official quarterly meeting of the Board that occurs in the last calendar quarter of each year, a slate of replacement officers will be drawn up by the Board. This slate of officers will be presented to the Core Group’s membership during November through both group email and a posting the Club’s “Ourstonecreek.net” portal section as a “news” item. Additional nominations will be accepted from the general Core Group for a period of thirty (30) days from the initial posting, by way of return email or written application to the Secretary/Treasurer. Elections of new officers will take place at an open general Core Group meeting in December

3. If a vacancy in the office of President occurs, the remaining Board members, by majority vote will elect a member of the Board to become President until the next general election. If a vacancy occurs in the Vice-President or Secretary/Treasurer position, the Board will ask for nominees in writing or email from the Core Group. If there is more than one applicant, the Board will select from those applying for the position. The choice of the replacement will be ratified at the next regularly scheduled meeting of the Core Group.

E. Roberts Rules of Order shall be used as a guide for parliamentary procedure in conducting . all meetings

ARTICLE IV MEETINGS OF THE CORE GROUP

A. Types and Frequencies of Meetings: Meetings of Officers and the Core Group will occur on a quarterly basis to schedule seminars and meetings.

1. Regular Meetings will be monthly except in the summer months.

2. Required business meetings will be held annually at the end of the calendar year at the same meeting with the voting for new officers.

B. An Annual Officer election meeting will be held in accordance with Article III, D (2), above during the last calendar quarter of each year.

3. In accordance with the purpose of the Group, regular events, such as seminars, question and answer sessions, demonstrations and showcases, will be held periodically throughout the year, typically occurring once per month.

4. A list of “regular events” for the next calendar quarter will be submitted to the Lifestyle Director for scheduling after such quarterly Board meeting.

B. Voting and Quorum Procedures: Core Group members will vote by written ballot for all elections of the Board Officers. For all other matters, voting will be by a show of hands. Except as indicated under Section VII below, all votes will be decided by a majority vote of the members in attendance, provided they represent a quorum. A quorum will be constituted by 50% of the Core Group’s members.

ARTICLE V FINANCIAL

1. Financial records, if any financial transactions occur, will be maintained for a period of seven (7) years.
2. All expenditures required the approval of a Board member. Expenditures in excess of $25.00 will require the approval of two (2) Board members; expenditures in excess of $150.00 require majority approval by the Core Group.
3. Financial records should be audited on an annual basis, by an individual(s) other than those elected to the executive board. The results of certification will be presented to the Core Group and duly recorded in the applicable minutes of the meeting at which presented.
4. The Treasurer will account for all Cash, supplies and equipment at the quarterly Core Group’s meeting.

ARTICLE VI COMMITTEES

A. Permanent (standing) committees are yet to be formed. If they are, they must be approved by The Board of Officers. The Board may appoint additional standing committees, each of which will have one of the Core Group as chairperson.

B. All committees will have written mission statements.

ARTICLE VII AMENDMENTS

1. To amend the Bylaws of this Club requires a two-thirds (2/3rds) vote of the Core Group present at a meeting duly called for such purpose.
2. Notice requirement and procedure. All proposed amendments to the Bylaws will be posted to the Core Group and emailed 30 days prior to a voting on the matter.

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: President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date: \_\_\_\_\_\_\_\_

FOR THE ASSOCIATION: Lifestyle/Fitness Director \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date: \_\_\_\_\_\_\_\_