

STONE CREEK
GLEE CLUB
BYLAWS
(amended June, 2023)

ARTICLE I - GENERAL:

- A. Name of this club shall be Stone Creek Glee Club.
- B. The purpose of this club is to sing for mutual enjoyment and to perform for pleasure of the community as a whole.
- C. These Bylaws willfully comply with the Association's Governing Documents (Documents), and Chartered Club Rules and Procedures (Rules). In the event of a conflict between these Bylaws and the Documents, or Rules, the Documents or Rules will prevail.
- D. 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. As stated in the Charter Club Rules and Procedures: "Regular Club membership is open to any Association member. Prior to joining a club, Association members are encouraged to visit with the chartered clubs to experience their activity and their hospitality. Following no more than three (3) visits, and the explanation of club operations and programs, regular club membership will be required for continued participation in club activities." Dues for membership are determined by section F. below.

C. Guest Privileges:

Definitions of a Guest:

Guests - All non- residents are considered guests. This includes residents' guests (family and friends) and developer guests (prospective home buyers). All Association members are eligible to join a Chartered Club. Until they choose to do so, they are considered guests.

- D, Club members may bring guests/visitors to view practice, but member's guest/visitor participation is limited to 2 per rehearsal.
- E. Guests and Prospective Home Buyers may attend a Club function/event as space permits.
- F. The amount of dues will be determined annually upon recommendation of the club's Board of Officers and approved by the majority vote of the club's members in attendance. Such meeting shall require a thirty-day (30) public notice to the members.
- G. Proper behavior and decorum is expected from all members. Members, who are abusive, project an undesirable or inappropriate image, or who unnecessarily and blatantly create turmoil, disruption, and dissention among club member or other clubs or the Association in general, may have their membership temporarily suspended by the club. Proper behavior includes following club policies and procedures

including safety rules when in existence. The following are recommended steps for club 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 3.1C of the Charter Club Rules and Procedures.

ARTICLE III - OFFICERS / MEETINGS OF THE BOARD:

A. The Stone Creek Glee Club's Board of Officers shall consist of a president, vice-president, secretary and treasurer. 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.

C. Officers shall serve for one year and shall not exceed three consecutive terms.

1. President presides over Board of Officers and general membership meetings; appoints committee directors.
2. Vice-President assumes duties of President during his or her absence.
3. Secretary keeps minutes of the Board of Officers and general membership meetings.
4. Treasurer deposits collected funds and fees, maintains financial records, disburses funds as needed.

D. Newly elected or appointed officers shall within fourteen (14) days of taking office, read and understand the Charter Club Operating Manual, Club ByLaws and submit form CC-5 listing new club officers to the Lifestyle Director.

1. Board members shall be nominated during the fourth quarter of the year at a general membership meeting, and elections shall be held one month following the announcement of the nominations.
2. Vacancies on the Board, either by resignation or recall, shall be noticed to all members and filled by a majority vote of the remaining Board members.
3. The Board of Officers shall meet as needed, but no less than every ninety (90) days.

E. Roberts Rules of Order shall be used as a guide for parliamentary procedure in conducting all meetings. However, the club Bylaws will take precedent over Roberts Rules, anything not stated in the bylaws shall be referred to Robert Rules of Order, Newly revised.

ARTICLE IV - MEETINGS OF THE FULL CLUB MEMBERSHIP:

A. Types and Frequencies of Meetings:

- General membership, rehearsals and business meetings will take place as needed, but not less than once a quarter.
- Up to three times per year, the club may schedule special events in coordination with the Lifestyle Office.

- Business meetings of the Board of Officers will take place as needed.
- The call for nominations for the Board of Officers will take place in the last quarter of the fiscal year.
- Election of these Board members will take place, following a thirty (30) day notification of nominees, in the last quarter, at the December meeting, unless extraordinary circumstances, voted on by the membership, allow the election to proceed to the first quarter of the next year. Under no circumstances are elections permitted after March of the following year.

B. Voting and Quorum Procedures

- Club members will vote on various matters by written ballot or a show of hands.
- Club members eligible to vote must be a member for at least seven (7) days prior to voting.
- 51% of club members present will constitute a quorum.

ARTICLE V - FINANCIAL:

- The Board of Officers shall serve as the Finance Committee for budgeting and approval for use of club funds. Financial records will be maintained for a period of seven (7) years.
- Expenditures in excess of \$100.00 will be subject to approval by a majority of the Board members.
- Receipts for expenditures must be provided to and maintained by the Treasurer.
- Financial records will be audited annually in September. The President will solicit the aid of a club member who is not serving on the Board of Officers to conduct the audit. 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.
- Cash and Inventory Control Procedures may be created by the treasurer and will be in accord with the Charter Club Rules and Regulations, Financial Controls and Procedures, Section 4.1. Said procedures must be provided to the Board no later than January 31 each year.
- Anticipated expenses are to be based on monies received from membership dues and other contributions.

ARTICLE VI - COMMITTEES:

- The Glee Club Board may elect to establish club committee(s) to accomplish or focus on specific Glee Club business and functions. The leaders of such committees shall be Voting Members.
- Ongoing committees may include Finance, Music Selection, etc.
- The Board of Officers may appoint additional standing committees as deemed necessary. All standing committees will report directly to the Board. The Board will have sole discretion on implementation of actions, expenditures, advice, etc. from the standing committees.

ARTICLE VII - AMENDMENTS:

- To amend the bylaws of this club requires a two-thirds (2/3rds) vote of the membership present at a meeting duly called for such purpose, a quorum being present and required notice being given.

B. Proposed By-law changes must be made available to all members a minimum of thirty (30) days prior to voting by notification of the changes using email and/or notification during at least one scheduled meeting. Written ballots are required for Club Bylaw changes and the reason for the vote must be clearly stated on the ballot or appropriately attached. Voting will take place at a scheduled meeting and at least two club members will be used to count the ballots.

C. When designated by the Club Board, absentee voting must use Form CC-12 and the guidelines for collecting and counting the absentee ballots must be followed.

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:

Name/Signature

Name/Signature