

ALLANWOOD - GAYFIELDS - WILLSON HILLS - GAYWOODS ESTATES
CIVIC ASSOCIATION, INC.

CONSTITUTION/BYLAWS

Article I

The Allanwood - Gayfields - Willson Hills - Gaywoods Estates Civic Association, Inc. is called herein the A.G.W.G. Civic Association.

Article II

Objectives

Section I. The objectives of this Association are to promote and protect the welfare and the interests of the residents of the Allanwood, Gayfields, Willson Hills, and Gaywoods Estates subdivisions.

Section II. The Association shall be strictly non-partisan and non-profit in character.

Article III

Section I. The association year (fiscal year, dues year, term of officers and directors) shall be from November 1 through October 31.

Section II. Membership in the A.G.W.G. Civic Association shall be open to any property owner of Allanwood, Gayfields, Willson Hills, Gaywoods Estates subdivisions who desires to become a member. Each family is entitled to one vote at Association meetings. Property owners may join at any time upon payment of dues for the current year.

Section III. The annual dues shall be \$20.00 per family, payable at the October meeting. Members whose dues are not paid by the following April meeting shall be dropped from membership, but shall be reinstated on payment of the current year's dues.

New members joining after the April meeting shall pay \$10 for the balance of the year.

Article IV

Board of Directors

Section I. A Board of Directors consisting of 9 members shall be elected annually. The President, Vice-President, Secretary, and Treasurer shall constitute 4 of these members.

The Board initiates Association actions and policies and oversees the activities of the Association.

Section II. The Board, at least forty-five (45) days prior to the October meeting, shall appoint a Nominating Committee of four (4) members. It shall be the duty of this Nominating Committee to nominate one or more candidate(s) for each office to be filled at the annual meeting in October. Other candidates may be nominated by petition of five members to the chairman of the nominating committee or to the president. Written notice of the nominees selected by the Committee or by petition shall be sent to the members of record at the time of notification of the October meeting. Nominations will also be accepted from the floor with the prior consent of the proposed candidate.

Section III. The Board and the committees shall meet when necessary to consider any business of the A.G.W.G. Civic Association. The minutes of such meetings shall be made available to the membership at the next meeting of the Association.

Article V

Officers

Section I. The officers of the A.G.W.G. Civic Association, to be elected annually, shall be a President, a Vice-President, a Secretary, and a Treasurer.

Section II. Powers.

The President presides at meetings, implements Association actions as approved by the Board, and in an emergency where the Board cannot be consulted, acts for the Association.

The Vice-President serves as President in the absence or incapacitation of the latter.

The Treasurer has custody of the books and bank accounts, and keeps the financial records and the membership list.

The Secretary maintains minutes of Association meetings and Board meetings.

Section III. No member shall hold more than one office at a time and no member shall be eligible to serve more than two (2) consecutive terms in the same office.

Section IV. A vacancy of any elected office except the Presidency shall be filled by appointment by the Board for the period of the unexpired term.

Article VI

Committees

Section I. An Auditing Committee of three (3) members shall be appointed by the incoming Board in October. The duty of the Auditing Committee shall be to audit the Treasurer's accounts of the preceding year and report to the Board within thirty (30) days. Their audit shall be available to the membership.

Section II. A Committee of three (3) delegates to the Montgomery County Civic Federation (MCCF) shall be appointed by the Board, shall attend the MCCF meetings, and report to the Board on proceedings of the MCCF. The A.G.W.G. Civic Association shall annually pay dues as a participating member of the Montgomery County Civic Federation.

The A.G.W.G. Civic Association shall name at least one delegate to the Layhill Alliance, and pay dues to the Layhill Alliance annually.

Section III. The Board shall have the authority at any time to appoint or terminate committees at its discretion. The President shall be an *ex officio* member of each committee except the Nominating Committee.

Article VII

Meetings

Section I. Regular meetings of the A.G.W.G. Civic Association shall be held two (2) times a year, in April and in October. The annual election of officers shall be at the October meeting. Whenever practical, notice of the time and place of any meeting shall be distributed to the members at least ten (10) days prior to the meeting. A majority of the Board, or the President, shall have authority to call special membership meetings upon reasonable notice. Special meetings may also be called at the request of ten (10) or more members of the A.G.W.G. Association by notifying the Board or the President of an urgent matter.

Section II. Fifteen (15) members of the A.G.W.G. Civic Association shall constitute a quorum.

Article VIII

Parliamentary Authority

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the A.G.W.G. Civic Association in all cases when they are not inconsistent with these bylaws and any special rules of order which the Association may adopt.

Article IX

Amendment of Bylaws

These bylaws may be amended by unanimous vote of the Board, or at any meeting of the A.G.W.G. Civic Association by a two-thirds majority of the members in good standing and present at the meeting. Bylaw changes proposed for membership approval shall be submitted to the membership in writing at least ten (10) days prior to the meeting.

Adopted by the Board of Directors

March 27, 1990