

BYLAWS
DOUGHERTY LAKE GARDEN CLUB

ARTICLE I: Name

The name of this Group shall be "Dougherty Lake Garden Club."

ARTICLE II: Purpose

To learn and grow, to beautify our yards and neighborhood, to foster friendship and cultivate unity and community.

ARTICLE III: Membership

Section 1: All Dougherty Lake Subdivision residents are welcome to join the Dougherty Lake Garden Club.

Section 2: A member may participate in any of the events sponsored by this Group to the extent that she has paid the Group's current annual dues.

Section 3: Residents of Dougherty Lake may attend one (1) meeting only as a guest, which includes paying the refreshment fee at that meeting. After that one (1) meeting, if she wishes to continue, she must pay the annual dues and become a member of the Group.

ARTICLE IV: Government

Section 1: The General Board shall consist of President, Vice-President, Secretary and Treasurer.

Section 2: The Fiscal Year shall begin in September and end in June of each calendar year.

Section 3: Each present and former officer of this group shall be indemnified of and from any liability and all expenses (including attorney's fees) on account of any suit, action, claim or judgment against her, because she was such officer or committee member of the Group, if she acted in good faith, and in a manner she reasonably believed to be in or not opposed to the best interests of the group and, with respect to any criminal action or proceeding, has no reasonable cause to believe her conduct was unlawful, to the fullest extent such indemnification is permitted by the laws of the State of Missouri. The officers shall not be individually or personally liable for the debts, liabilities or obligations of the Group.

ARTICLE V: Officers

Section 1: The officers shall constitute the Executive Committee. They shall be a President, a Vice-President, a Secretary, and a Treasurer.

Section 2: Officer's terms shall be for 2 years. No person shall serve more than 2 consecutive terms in any one office. No person may serve more than 4 consecutive years in any office.

Section 3: Membership at large shall present a slate of nominations each April for election in May.

Section 4: In the event that the President is unable to fulfill her term in office, the Vice-President shall serve as President for the un-expired term.

Section 5: The Executive Committee shall fill any vacancy in office except the President.

ARTICLE VI: Duties of Officers

Section 1: President

Officiate all meetings; Plan programs for each meeting; Handle all official business; Cosign checks with the Treasurer; Approve expenditures with the Treasurer; Contact and welcome new members; Manage payment of dues for new members.

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Section 2: Vice President

Officiate meetings in the President's absence; Assist the President, Secretary, and Treasurer with miscellaneous duties; Develop bylaws with the help of the Secretary.

Section 3: Secretary

In cooperation with the Vice President, develop bylaws; record minutes at monthly meetings; maintain club records in a binder which should be made available for all members to see; send minutes of each meeting via e-mail to every member; prepare copies of the monthly minutes for the following meeting.

Section 4: Treasurer

Maintain the Group's bank account; Collect all revenue; Pay all bills; General bookkeeping and cash management duties; Keep a current record of the membership; At the close of the Fiscal Year, have a written report available, showing in detail, all receipts and expenditures. This report, and all other data available, shall be brought up to date at the end of the Fiscal Year. Make copies to be submitted to each member of the Executive Committee and each member.

ARTICLE VII: Meetings

Section 1: Monthly meeting will be held from September through December and February through June.

Section 2: Members are to pay a refreshment fee each month upon arrival at the meeting.

Section 3: Each meeting shall include, but not be limited to, approval of minutes, Treasurer's report, old business, program, and new business.

Section 4: The Secretary shall record the minutes at each meeting. These minutes will be sent via e-mail to each member no less than 1 week prior to the next scheduled meeting. The previous month's minutes will be available for review at each meeting in case someone did not receive them. It is up to each member to review the minutes before voting takes place.

Section 5: The Treasurer shall collect all money at each meeting and record attendance.

ARTICLE VIII: Dues

Annual dues will be determined annually by the Executive Committee but are not to exceed \$25.00 annually. Fees for returned checks will be passed on to the individual member causing the assessed fee. In addition to the dues, a meeting refreshment fee will be paid at each meeting.

ARTICLE IX: Amendments

These bylaws may be amended by a majority of the votes cast at any meeting of the Group. Bylaws may not be changed at the same meeting as the amendment is recommended. The Secretary shall distribute recommended amendments, in writing, to all members no less than 1 week prior to the meeting. A vote on the amendment will be held at the next regularly scheduled meeting.