

## **Kenmore Community Club**

### **By-Laws**

#### **Purpose**

These By-Laws are intended to provide guidelines to meet the intent of the Constitution of the Kenmore Community Club, hereafter referred to as the Club, for the general operation.

#### **Meetings**

The second Wednesday of each month at 6:30 p.m. shall be reserved exclusively for the Club members' potluck social and/or Member meeting. The fourth Wednesday of each month at 5:30 p.m. shall be reserved as the date for the Executive Board (Board) Meeting.

#### **Membership Classifications**

Individual Membership: Membership is open to any individual eighteen (18) years or older regardless of race, color, sex (gender, pregnancy, sexual orientation, gender identity, and transgender status), national origin, religion, age (40 and over), disability (mental or physical), or parental status, upon payment of annual dues and agreement to abide by the Club Constitution, By-Laws and Policies. Children of members are welcome as non-voting participants.

Youth Membership: Youth 17 years and younger who are elected Youth Councilors by the Board following the guidelines set forth in the Kenmore Community Youth Council constitution may enjoy the privileges of Membership in the Kenmore Community Club, but they shall not be eligible to hold elected office or to vote.

Associate/Corporate Membership. Associate/Corporate membership is open any to individual eighteen (18) years of age or older, business, civic or cultural organization regardless of race, color, sex (gender, pregnancy, sexual orientation, gender identity, and transgender status), national origin, religion, age (40 and over), disability (mental or physical), or parental status,, upon payment of annual dues Associate/Corporate members shall not be eligible to hold elected office or to vote.

Life Membership: Life Membership may be awarded to a member who has made an outstanding contribution over an extended period of time to the Club's mission. Life membership would be a recommendation of the Board of Trustees and approved by majority vote of the Membership. Life members shall be afforded rights and privileges of individual Membership.

Honorary Membership: Honorary Membership for one (1) year may be awarded by the Board to a business or individual who has been honored by the Club as an outstanding contributor to the Club's mission. Honorary members shall not be eligible to hold elected office or to vote.

Members in Good Standing: Members in good standing shall be current in their annual dues and participate in at least one club activity every six months. Good-standing status may be suspended in conformance to this section for the remainder of the calendar year by a unanimous vote of the Board.

#### **Dues**

Member dues shall be posted publicly on the Club website and payable between January 1<sup>st</sup> and April 1<sup>st</sup> for the remainder of the calendar year. Members who have not paid their dues by April 1, shall have their membership cancelled.

The Board shall recommend changes in dues amounts. The changes shall be e-mailed to all Members at least two weeks prior to the business meeting and announced in the newsletter. The recommended changes shall be approved by a majority vote of the Membership present at the business meeting or countable by phone or web.

### **Ongoing Initiatives**

The Ongoing Initiatives shall be Building & Assets, Communications, Events, Outreach (with other organizations), Memberships, Nominations (of Officers and Trustees), Youth Council, Revenue, and Risk Management (safety, insurance, and fiscal oversight).

All ongoing initiatives shall report on activities or plans at Board meetings. The President shall appoint standing committees and functionaries as needed.

The President shall serve on all committees except the Nominations Committee.

### **Finances**

The Club fiscal year shall be from January 1 through December 31.

The President shall have access to all financial documents and platforms as the Treasurer and provide oversight to Club finances.

An annual internal review/audit of the Club accounts shall be made under the authority the Board at the close of the fiscal year. Every three years there shall be an external review/audit of the Club accounts. Whenever there is a change in Club Treasurer, there shall be an external review/audit.

### **Records Retention**

All official Club records including minutes of Board and Membership business meetings, newsletters, financial reports, etc., shall remain on file on physical media at the Club Hall and online with authentication credentials supplied to all Officers and Trustees. Any physical copies not yet digitized shall remain in the Hall.

### **Newsletter Editor**

A Newsletter Editor shall be appointed by the President, The Editor shall be responsible for publishing a monthly newsletter delivered to the Membership prior to the monthly potluck meeting. The functionaries of the Outreach initiative shall endeavor to connect the Editor with announcements and news from local organizations for inclusion in the Newsletter.

### **Election of Officers**

The Nominations Committee shall present a slate of qualified candidates published in the October and November Club Newsletters. Qualified candidates shall be members in good standing for a minimum of six months immediately prior to the election. This slate of candidates will be presented at the November Business Meeting. Nominations from the floor shall be accepted.

Annual elections shall be held at the November business meeting. Only those members in good standing present at the November meeting or countable by phone or web shall be eligible to vote. No proxy votes will be allowed. A simple majority of the votes of those members present shall constitute election of officers.

Special elections may be called by the President or Board as needed.

### **Amendments**

These By-Laws may be amended, repealed, or altered in whole or in part as follows.

1. Proposed By-Laws changes shall be submitted in final form to the Board for review.
2. The Board shall present the proposed By-Laws change(s) to the Club membership at a regular or special meeting prior to a vote with a recommendation for approval or non-approval and open the floor to discussion.
3. The proposed By-Laws changes(s) shall be published in the monthly newsletter prior to the vote by the membership with statements of support and/or non-support.
4. The proposed By-Laws change(s) shall require a simple majority vote of those Members in good standing present at the meeting or countable by phone or web after proper notification as outlined in steps 1, 2 and 3 above.

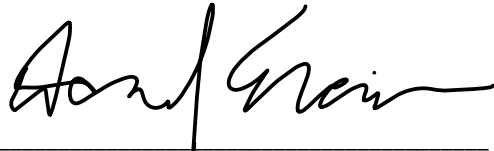
### **Previous By-Laws**

These By-Laws approved as of the certification date below supersede all other By-Laws previously written.

### **Certification of Adoption**

The undersigned Officers of the Kenmore Community Club, certify that at a meeting of the Membership of the Club held on the 14th day of October, 2020, these By-Laws were adopted by a majority vote of the Membership present.

Dated on this 15th day of October, 2020.



\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

Ratified by majority vote of the Members in attendance 10/14/2020:

David Evans, President  
Omur Muhittinoglu, Vice President  
Kathi Straw, Treasurer  
Michael O'Leary, Secretary  
Ron Lackey, Regular Trustee  
Nick Freeman, Regular Trustee  
Fernell Miller, Trustee-At-Large

Linda Appell, Member  
Martin Askelson, Member  
Peggy Evans, Member  
Cindy French, Member  
John Hendrickson, Member  
Mohan Khandekar, Member  
Angela La Tourette, Member  
Jason La Tourette, Member  
Marilee Simpson, Member  
Kristan Muhittinoglu, Member  
Nadia Silver, Member