

GFWC [REDACTED] Club

BYLAWS

Article I Name

The name of this organization shall be the GFWC [REDACTED] Club.

Article II Object

The object of the GFWC [REDACTED] Club, a non-profit, non-partisan, non-sectarian organization, is to make a positive difference in our communities through volunteer service and charitable endeavors. The GFWC [REDACTED] Club shall be an active member of the GFWC/NJ Federation of Women's Clubs and the General Federation of Women's Clubs.

Article III Membership

Section 1. Any woman 18 years of age or older interested in supporting the object of the GFWC [REDACTED] Club shall be eligible for membership. Membership shall become effective upon payment of dues. Membership shall be retained by payment of dues and participation in activities of the GFWC [REDACTED] Club.

Section 2. Non-renewing or resigning members are requested to notify the President in writing.

Section 3. Women who did not renew or have resigned and want to return to active membership will present a letter of their intent to the President and will automatically be reinstated upon payment of dues.

Article IV Dues

Section 1. Dues will be \$37.00 per year and shall be payable on or before the date of the June meeting. The Treasurer will notify delinquent members by Sept. 15.

Article V Meetings

Section 1. General membership meetings shall be held on the first Wednesday of each month, September through May; unless the date should be changed by the Board of Directors or a special meeting should be called by the Board of Directors.

Section 2. Board of Directors Meetings shall be held as the Executive Committee deems needed.

Section 3. A quorum shall be constituted by one-third of the membership at any general membership meeting and fifty-one percent attendance at Board of Director Meetings.

Article VI Officers

Section 1. The officers shall be a president, a vice president, a secretary, and a treasurer. All officers shall be elected at the general membership meeting in March biennially in even numbered years. They shall serve for two (2) years or until their successors are elected. If there is but one nominee for each office, the election may be by voice. No officer shall serve more than one term in the same office, with the exception of the offices of Secretary and Treasurer. The Secretary and Treasurer shall not serve more two than consecutive terms.

Section 2. A vacancy in any one office shall be filled by an appointment by the Board of Directors with the exception of the president, which will automatically be filled by the vice president. In the event the vice president does not fill the position then a special election will be held.

Section 3. The Executive Committee shall consist of the offices of president, vice president, secretary, treasurer, and the immediate past president serving as advisor and each will have voting rights.

Article VII Duties of Officers

President

1. Presides at all meetings and is the official representative of the club.
2. May ask for volunteers or appoint the chairmen of all committees and Community Service Programs, with the exception of the Executive Committee. She also serves as the ex-officio member of all committees, except the nominating committee.
3. She shall be the club's delegate to district, state, region, and national meetings, unless she delegates responsibility to another club member.

4. She shall ensure that the annual Federation Club Report is compiled and submitted on time.

Vice President

1. Assumes the duties of the President in her absence or at her request.
2. She shall serve as membership chairman.
3. She shall work with the Community Service Programs.
4. On September 1 of the second year of the term (odd numbered years), she shall become the President-Elect.

Secretary

1. She shall keep minutes of the meetings and gives a copy of the minutes to the President prior to meetings.
2. She shall distribute the minutes to all members prior to meetings.
3. She shall conduct correspondence of the club.

Treasurer

1. She shall receive and disperse all money of the club in a timely manner.
2. She shall prepare a monthly financial report and give a copy to the President prior to meetings.
3. She shall distribute copies of the financial report to all members prior to meetings.

Article VIII Board of Directors

Section 1. The Board of Directors shall be the Executive Committee plus chairmen of Community Service Programs and standing committees. The regular term of each appointed Board of Director member shall begin annually at the May meeting and run one year.

Article IX Committees

Section 1. Standing Committees shall be created according to the interest of the members.

Section 2. Special Committees shall be created according to the interest of the members and shall exist for as long as those committees are needed.

Section 3. Nominating Committee

- a. The nominating committee shall be two (2) or three (3) club members elected by the general membership at the January meeting in the even numbered years.
- b. This committee will meet and prepare a slate of candidates for each office to present at the February meeting in the even numbered years. Any qualified member may notify the nominating chairman of her interest in being nominated.
- c. At the regular February meeting nominations will be read. The election will be held in March where nominations will be accepted from the floor. If there is but one candidate per office the vote will be by a voice. In the case of a contested office, a ballot vote will be taken with a majority vote electing.

Article X Community Service Programs

Section 1. Community Service Programs of this club shall be created according to the interest of the members.

Section 2. Community Service Program Chairmen shall serve for one club year and may continue for one additional club year.

Section 3. No money shall be spent without prior consent of the membership.

Article XI Parliamentary Authority

Section 1. The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the club in all cases to which they are applicable, and in which they are not inconsistent with these by-laws.

Article XII Withdrawal from the Federation and Dissolution

The recommendation of withdrawal from the Federation or dissolution of the GFWC [redacted] Club to the membership may be made only after an affirmation vote of at least two-thirds (2/3) of the members of the Board of Directors. At a general membership meeting, after a paper ballot, if at least 4 members choose to remain a Federated Club, and they are willing to be the basic responsible officers of the GFWC [redacted] Club, they shall retain all the rights and privileges to the name and property of the GFWC [redacted] Club including funds.

In the event of dissolution of the GFWC [REDACTED] Club, the assets of the organization shall be distributed as follows:

- a. No part of the assets or net earnings shall be distributed to individual members.
- b. All liabilities and obligations shall be paid and satisfied or adequate provisions shall be made thereof.
- c. The Board of Directors shall determine specific procedures for liquidating remaining assets and shall supervise the distribution of funds to nonprofit organizations or projects.