

SUN CITY CENTER ORGAN and KEYBOARD CLUB BYLAWS 2017

ARTICLE I – NAME

The name of this Club shall be the SCC ORGAN and KEYBOARD CLUB, (the Club).

ARTICLE II – PURPOSE

The purpose of this Club shall be to promote the learning and enjoyment of organ and keyboard playing by the members of the Club.

ARTICLE III – DUES

Membership dues are established or changed by an affirmative vote of at least one quarter of the total paid members. Voting can take place at the General Membership in December or any meeting of the membership called by the Board providing advance notice is given. The motion for any modification of dues must be made, seconded and clearly stated by the President. The Recording Secretary should get the details of the vote for mailing to those not present. Dues shall be due in October of each year since this is the beginning of the teaching season. Currently, the dues are \$10.00 per year per member.

ARTICLE IV – MEMBERSHIP

Membership is open to all current members of the Sun City Center Community Association (CA). In addition, by Article V of the Community Association by-laws, residents of King's Point may be admitted as members, with the proviso that such membership does not result in a request for additional space or deprive a Sun City Center resident of membership.

ARTICLE V – BOARD OF DIRECTORS AND OFFICERS

A. The Board of Directors of the Club shall consist of five elected officers: President, Vice-President, Secretary, Treasurer, as well as The Immediate Past President.

B. The term of office for the Board of Directors shall be one year, after an election at the Annual December Meeting. There are no term limits for elected officers.

ARTICLE VI – NOMINATIONS AND ELECTIONS (MOD)

The President shall appoint a Nominating Committee of three: A Chairman and two Club members. It shall be the duty of this Committee to present their nominees, at the annual December meeting. Nominations shall also be open from the floor, with the proviso that the consent and willingness to serve has been obtained from the nominee.

ARTICLE VII – DUTIES OF OFFICERS

A. PRESIDENT

1. It shall be the duty of the President to preside at all meetings of the Board of Directors and the general membership meetings. He/She shall be an ex-officio member of all committees except the Nominating Committee. It is normal for the President to delegate duties to the club members to further the objectives of The Club.
2. He/She shall appoint Officers and Directors, with Board approval, to serve unexpired terms.
3. He/she may appoint committees from the membership to conduct such business as may be required.

B. VICE PRESIDENT

It shall be the duty of the Vice President to perform the duties of the President in his/her absence or inability to serve. He/she shall automatically succeed to the office of President should that office become vacant.

C. SECRETARY

It shall be the duty of the Secretary to keep minutes of all meetings of the Board of Directors and the general membership meetings. He/she shall be responsible for the formal correspondence of the Club, and maintain the Club correspondence files. He/She shall also be responsible for maintaining the Club membership roster and email list, and any other miscellaneous duties required to maintain and promote efficient weekly meetings and to assist the Board as required.

D. TREASURER

1. The Treasurer shall be responsible for handling all funds of the SCC Organ and Keyboard Club, without bond. The Treasurer will prepare a simple monthly statement for presentation to the President and club membership.

2. Unusual disbursements such as amounts over \$500, large gifts to the Community Association require approval by the entire Board of Directors. Approval may also be sought from the membership.
3. Club monies shall be held in a FDIC Insured bank or savings and loan institution approved by the Board of Directors. The President and the Treasurer are signatories on the account.
4. Checks for the payment of all bills and cash withdrawals shall be signed by the Treasurer or President.
5. The Treasurer shall maintain adequate records of all financial transactions, and maintain a record of the dues status of all members.
6. The Treasurer's records shall be audited at least annually by a qualified person, designated by the President, who is not an officer of the Club.

ARTICLE VIII – MEETINGS

- A. A general meeting of the membership of the Club shall be held each year in December to include election of officers.
- B. Twenty-five percent (25%) of the then current membership of the Club shall constitute a quorum for the transaction of business at any membership meeting. A majority vote is required to pass any proposal for action.

ARTICLE IX – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, last revision, shall govern the Club for the transaction of business at all meetings.

ARTICLE X – AMENDMENTS OF BYLAWS

These Bylaws may be amended, at any general membership meeting, by a majority vote of those present, providing there is a quorum present, and subject to the prior approval of the Board of Directors of the Club.

Notification to the general membership that the Bylaws are to be amended shall be emailed to all paid up members, fourteen (14) days prior to the general membership meeting. Copies will be hand-delivered to members without an email address.

ARTICLE XI – RELATIONSHIP WITH COMMUNITY ASSOCIATION

The Club will adhere to all Community Association rules and regulations.

ARTICLE XII – DECORUM

Membership in this Club is a privilege and not a right given as a result of membership in the Sun City Center Community Association. The continuance of this privilege can be terminated by conduct detrimental to the Club or its members, in the following manner:

Upon complaint filed with the Club President, the President may call a special meeting, based on the complaint. Membership can be terminated by a majority vote of the membership present at a duly constituted meeting of the Club. The member under consideration for removal must be notified of the time, place and purpose of the meeting, and must be allowed time to present an appeal to the members present prior to the vote. A removed member of the Club may, within 30 days of removal, request an appeal hearing to the Club Board of Directors for reinstatement of membership.

ARTICLE XIII – DISSOLUTION

Should the Sun City Center Organ and Keyboard Club, for good and valid reason, decide by a two-thirds (2/3) majority of the full membership to dissolve the Club, all assets and equipment owned by the Club, after payment of all debts and obligations, shall be turned over to the Sun City Center Citizens Association.

Members must be notified at least two weeks in advance of the meeting at which such a vote will be held.