

SUN CITY CENTER ORGAN AND KEYBOARD CLUB
BY-LAWS 2020

ARTICLE 1 - NAME

The name of this club shall be the SCC ORGAN/KEYBOARD CLUB

ARTICLE II - PURPOSE

The purpose of this club shall be to promote the learning and enjoyment of organ, keyboard, and piano playing by 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 meeting 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 for the following year shall become due in October.

ARTICLE IV - MEMBERSHIP

Membership is open to all current members of the Sun City Community Association (CA). In addition, by Article V of the Community Association by-laws, residents of King's Pointe may be admitted as members provided they pay the appropriate fee to the CA. Such membership can not result in a request for additional space or deprive a Sun City Center resident of membership.

ARTICLE V - BOARD OF DIRECTORS AND OFFICERS

The Board of Directors of the club shall consist of five elected officers: President, Vice-President, Secretary, Treasurer, and Immediate past President. 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. The President and the majority of the club

officers and the majority of the club's board must be members in good standing of the CA.

ARTICLE VI - NOMINATIONS AND ELECTIONS

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

ARTICLE VII - DUTIES OF OFFICER

PRESIDENT

It shall be the duty of the president to preside at all meetings of the Board of Directors and the general membership meeting. 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 club.

He/She shall appoint officers/directors to serve unexpired terms.

He/She may appoint committees from members for various club functions.

VICE PRESIDENT

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

SECRETARY

It shall be the duty of the Secretary to keep minutes of all meetings of the Board and general membership. He/she shall be responsible for formal correspondence of the club maintaining the club membership roster and email list.

TREASURER

The Treasurer shall be responsible for handling all funds of the club without bond. Also he/she shall be responsible for 1099's paid to teacher and the 1096 to the CA office. The President will ask for a statement to be given to the members monthly that includes bank balance and bills paid. Unusual disbursements such as amounts over \$500 or large gifts to the CA require approval by the entire Board of Directors. Approval may also be sought from the general membership.

Club monies shall be held in a FDIC insured bank approved by Board of Directors. The President and Treasurer are signatories on the account.

Checks for the payment of bills and cash withdrawals shall be signed by the Treasurer or President. The Treasurer shall maintain adequate records of all financial transactions and the dues status of all members.

The Treasurer's records shall be audited annually by a qualified person designated by the President who is not an officer or member of the club.

ARTICLE VIII - MEETINGS

A general meeting of the membership shall be held each year in December to include election of officers. Twenty-five percent (25%) of the then current membership of the club shall be a quorum for the transaction of business. 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 BY-LAWS

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

Notification to the members that the by-laws are to be amended shall be emailed to all paid up members 14 days prior to the meeting. Copies will be mailed to those 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 the privilege can be terminated by conduct detrimental to the club or its members.

REMOVAL OF A MEMBER: Any member may be removed from membership in a club for cause which a majority of the members consider sufficient. The following process must be pursued to accomplish the removal of a member.

- A. The club member who recommends the removal of another member must submit the request in writing to the Board.
 - 1. The letter must clearly state the reason(s) for the proposed action.
 - 2. The letter must be signed by the member bringing the action.
 - 3. The letter must be endorsed and signed by a least two (2) other members of the club.
- B. A member of the club may be removed from membership for cause by majority vote of the members 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 for reinstatement of membership.
- C. After one year from the date of removal, the removed member may apply, by letter, to the Board for reinstatement. If approved by a majority vote of the Board, the reinstatement must also be approved by a majority of the members present at a duly constituted meeting of the club. Any reinstatement of this nature shall be as new members.

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 Community Association.

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

