

CONSTITUTION AND BY-LAWS
OF
THE LAKE ABANAKEE CIVIC ASSOCIATION, INC.

ARTICLE I

Name of Organization

The organization shall be known as THE LAKE ABANAKEE CIVIC ASSOCIATION, INC. of Indian Lake, Hamilton County, New York. It shall hereafter be referred to as “the Association” in this Constitution and By-Laws.

ARTICLE II

Objectives

The primary objectives of the Association shall be to serve as an intermediary between Lake Abanakee Civic Association, Inc. members and the various governmental bodies and private organizations whose policies, regulations, and/or actions have an impact upon the well-being of Lake Abanakee and its residents. In particular, the Association shall seek to:

1. Arrive at and have maintained a mutually agreeable water level in the lake.
2. Secure adequate stocking of fish in the lake.
3. Work towards the elimination of the causes of water pollution in the lake.
4. Promote and work for the enforcement of boating and water safety on the lake.
5. Arrange for the marking of stumps, shallows and other hazards.

The Association shall also be prepared to promote other goals from time to time as they become appropriate.

ARTICLE III

Membership

Section 1. Eligibility

- a) Membership shall include adults who declare support for the objectives of the Association and who are recommended and sponsored by a member in good standing except that bonafide year-round residents or property owners of the Town of Indian Lake need not be sponsored or acted on by the Board of Directors.
- b) Sponsored applications for membership must be approved by a majority of the Board of Directors.

Section 2. Terms of Membership and Dues

- a) Membership in the Association shall be for periods of twelve or thirty-six months beginning Sept. 1, depending upon the payment of related dues. Dues at the amounts determined by the Board of Directors shall be due and payable on or before the time of the respective Annual Meeting of the Association.
- b) Only those Members who have paid their dues shall be in good standing and eligible to vote on behalf of the property they represent.
- c) After one year a member will be dropped for non-payment of dues. Such persons may be reinstated upon payment of the current year's dues.

ARTICLE IV

Officers and Directors

Section 1.

The elective officers of the Association shall consist of the following and must be property owners:

President
Vice-President
Secretary
Treasurer

Section 2.

These four officers together with seven elected Directors shall constitute the eleven-member Board of Directors of the Association.

- a. **The Board of Directors of the Association may, from time to time, appoint as they see fit, a person to hold the honorary position of Director Emeritus. This person should be one who was instrumental in the shaping of the Lake Abanakee Civic Association (1990) and has served the Association actively in elected positions since then and is thus being retired from active duty because of age, infirmity or long service; but will continue to be retained on the rolls. This is a lifetime position.**
- b. **A Director Emeritus shall be eligible to attend all Board of Directors meetings but cannot vote as a member of the Board of Directors – he/she can vote only as an Association member.**

Section 3.

- a. Officers shall be elected at the Annual Meeting of the Association.
- b. Officers shall hold office for three years or until a successor is elected.
- c. No officer shall be eligible for more than three consecutive terms in the same office.
 - 1) The Office of Treasurer shall be exempt from the “three consecutive terms” requirement and may hold the Office of Treasurer until voluntary retirement, resignation or removal by unanimous vote of the Board of Directors.
- d. The Board of Directors shall fill interim vacancies among the officers.
- e. Only one Member from any one property unit shall be eligible to vote if they serve as an officer or Director of the Association at the same time. The voting member will be the Board of Director member. *

Section 4.

- a. Directors shall be elected by ballot, or show of hands, at the Annual Meeting of the Association.

Of the seven Directors, a majority must be property owners on Lake Abanakee.
- b. Directors shall serve for terms of one, two and three years.
- c. No Director shall be eligible for more than three consecutive terms in the same position.
- d. Directors shall be elected from each area neighborhood of Lake Abanakee preferably, whenever it is possible.

Section 5.

- a. Nominations for Directors shall be made by a Nominating Committee whose recommendations shall be made available to the members of the Association at least 14 days before the Annual Meeting.
- b. Additional nominations may be made from the floor at the time of the Annual Meeting.

ARTICLE V

Duties of officers

Section 1. President

- a. The President shall be the chief executive officer of the Association and shall preside at all meetings of the Association and its Board of Directors.
- b. The President is authorized to sign and execute documents on behalf of the Association, and shall also perform such duties as shall from time to time be delegated to him by the Board.
- c. The President shall appoint committees except the Nominating Committee, which shall be appointed by the Board of Directors.
- d. The President shall be an ex-officio member of all committees except the Nominating Committee.
- e. The President shall cast the deciding vote whenever a tie vote exists in any balloting by members of the Association.

Section 2. Vice President

In the absence of the President, the Vice President shall assume the duties of the President and shall be invested with all the powers of the President set forth in Article V, Section 1. of the Constitution and By-Laws of the Association.

Section 3. Treasurer

- a. The Treasurer shall keep the financial accounts of the Association; receiving and disbursing funds as the affairs of the Association require; provided, however, that no disbursement of more than \$100. may be made without the approval of the Board of Directors.
- b. The Treasurer shall report at each Annual Meeting on the income, disbursements, current cash balances, and on outstanding indebtedness of the Association.
- c. All checks for the disbursement of funds of the Association shall be signed by the Treasurer.
- d. The Treasurer will maintain the financial records of the Association and shall make them accessible to the membership at all times.
- e. The Treasurer shall maintain a roster of the members of the Association.

Section 4. Secretary

- a. The Secretary shall prepare and maintain a record of all business transacted at all regular and special meetings of the Association.
- b. The Secretary shall handle all correspondence for the Association.
- c. All books, minutes, correspondence and reports of the Association in the Secretary's possession shall be accessible to the membership at all times.
- d. The Secretary shall notify by mail or phone of all regular and special meetings of the Association at least 14 days prior to such meeting.

ARTICLE VI

Board of Directors

Section 1.

The Board of Directors shall consist of the seven persons elected as Directors and the four elected Officers.

Section 2.

- a. The Board shall assist the President of the Association in such matters as the President may request.
- b. The Board may transact business on behalf of the Association.
- c. A simple majority rule will prevail.

Section 3.

The Board shall propose such rules and regulations as may be needed to govern the affairs and conduct of the Association.

Section 4.

The Board shall appoint a Nominating Committee each year at least 30 days prior to the Annual Meeting of the Association.

Section 5.

The President may call a meeting of the Board at any time. Meetings may also be called upon the request of three members of the Board.

ARTICLE VII

Committees

- a. The President shall appoint all committees except the Nominating Committee.
- b. The Nominating Committee, appointed by the Board of Directors, may not include any officers. Members of the Nominating Committee are not barred from becoming nominees for any office.

ARTICLE VIII

Meetings

Section 1. Annual Meeting

- a. Unless otherwise ordered by the Association or by the Board of Directors, the Annual Meeting shall be held in Indian Lake prior to September 1. The Annual Meeting shall be for the purpose of electing Officers and Directors, receiving reports of officers and committees and for any other business that may arise.
- b. A quorum shall consist of those members in “good standing” (see Article III, Section 2.b.) present and voting.

Section 2. Special Meetings

- a. Special meetings, for any purpose, may be called by the President of the Association.
- b. Special meetings may be called by the President upon the petition of ten members.
- c. Notice of a Special Meeting, setting forth the purpose for which the meeting is being called, shall be given all members by the Secretary at least 14 days prior to the scheduled date of the proposed meeting.
- d. Except for trivial matters, business transacted at a Special Meeting shall be limited to that stated in the call for the meeting.

ARTICLE IX

Fiscal Year

The Fiscal year of the Association shall begin on the first day of September.

ARTICLE X

Parliamentary Authority

The rules contained in Roberts Rules of Order, Revised shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with the By-Laws of the Association.

ARTICLE XI

Amending the Constitution and By-Laws

- a. Proposed amendments to the Constitution and By-Laws shall be submitted in writing to the Secretary at least 30 days before the Annual Meeting, by the Board of Directors, or in a petition signed by at least 10 members in good standing.
- b. The Secretary shall distribute to the membership copies of proposed amendments along with the notice for the Annual Meeting.
- c. The proposed amendments shall be placed before the Annual Meeting for discussion and ratification.
- d. A simple majority rule shall prevail.

Reviewed and adapted by the Board of Directors, July 15, 1992.

* Article IV Section 3.e. Revised May 29, 1993 at general meeting.

Amended Article IV, Sections 2, 3 & 4 @ Annual meeting Aug.10,2003.

