

BYLAWS FOR QUABOAG QUACUMQUASIT LAKE ASSOCIATION

We the residents of Lakes Quacumquasit and Quaboag in the Townships of Brookfield, East Brookfield, and Sturbridge, hereby create the Quaboag Quacumquasit Lake Association for the purpose of restoring and maintaining the water in the lakes and the parcels of land surrounding them. It is our objective to preserve the lakes for future generations in their most natural state, with its present dignified beauty and cleanliness. QQLA is a non-profit corporation, 501c3.

ARTICLE I - NAME

The name of this organization shall be Quaboag Quacumquasit Lake Association.

ARTICLE II - MEMBERSHIP

Section 1 - Eligibility

A voting membership in this organization shall be open only to families owning land or renting property for a period of more than one year, said property must abut Lake Quaboag, Lake Quacumquasit, the channel connecting them, or the Quaboag River in Brookfield. Abutting shall include those properties having deeded rights of way to the waterfronts on the lakes, channel, or river.

Section 2 -Dues

Annual dues are \$60.00 per household, which will allow a maximum of two votes per member family. Dues are set at the annual membership meeting. No member shall be entitled to vote at the annual meeting unless that member has paid all dues to date. Dues are payable after January 1st for that calendar year.

Section 3 - Term of membership

Each membership shall continue as long as payment of dues is current.

ARTICLE III –Officers and Directors

Section 1- Officers

A. The officers of this organization shall be a president, a vice-president, a recording secretary, a corresponding secretary and a treasurer. However, if no volunteer for president, steps forward; two or more vice-presidents may be elected to assume the responsibilities of the office.

B. Directors would ideally be selected from each of the three (3) towns, and two (2) lakes. Directors should strive to represent each town and each body of water equitably. Director numbers may fluctuate as volunteers step forward. Between 8 to 12 directors would be ideal.

C. The officers and directors shall hereinafter shall be called the Board

D. A quorum will be defined as not less than 50% of the board of directors.

E. Electronic voting may be used as needed.

Section 2 - Term of Officers

The term of office for all officers, shall be for (2) years or until a successor is elected. The term of office for vice-presidents assuming the responsibility of vacant offices shall be determined by the Board at the time of their appointment or until an officer is elected.

Section 3 - Election of Officers

The officers shall be elected at the annual general membership meeting by a majority vote of the members present and voting.

Section 4 - Vacated Seats

Appointments to fill vacated seats on the Board shall be made by a quorum of the Board of Directors.

Section 5 - Emergency Actions

A quorum of the board shall initiate any action necessary in emergency situations, including essential expenditures, in furtherance of the objectives and goals as set forth in the preamble.

Section 6 - Duties

Officers' duties will include but not be limited to:

a. President

will preside at all meetings of the general membership and of the board, supported by a moderator if appointed. Is an exofficio member of all committees.

b. Vice-President(s)

will assume the duties of the President in his or her absence. Other duties may be voluntarily accepted.

c. Recording Secretary

will keep minutes of all Board meetings and all general membership meetings. Other duties may be voluntarily accepted.

d. Corresponding Secretary

will be responsible for designated correspondence.

e. Treasurer

is responsible for managing and recording all income and expenditures under the direction of the board. Will be required to produce complete financial reports when so directed by a majority vote of the Board or the general membership. Will prepare a complete financial report for the annual general membership meeting-- to be completed one week before the Board meeting preceding the annual general membership meeting - to be audited at the request of a majority vote of the Board or the voting members present at the annual meeting. The master database of the membership will be kept by this officer.

f. Directors

are encouraged to serve on at least one (1) standing committee per year.

Section 7 - Nominating Committee.

- a. The Nominating Committee shall consist of up to 3 members of the Association, 2 being currently on the Board and 1 from at large, not being candidates for an office.
- b. Members of the Nominating Committee shall be appointed by the Board.
- c. The Nominating Committee shall prepare and present its proposed slate of officers to the annual meeting of the general membership on the year following its appointment.

Section 8 - Resignation

Resignation of general membership, officers, or committee members shall be made verbally or electronically to the Board.

ARTICLE IV – MONEYS

Section I - Moneys

Moneys shall be derived from annual dues and other sources.

Section 2 - Acceptance of Donations

- a. Donations for general purposes shall be placed in the general treasury.
- b. Donations for a specific purpose shall be used for those purposes only until such time that activity is concluded.

Section 3 - Petty cash amount

- a. To be used for operating expenses of the Board.
- b. Disbursement to be at the discretion of the Treasurer.
- d. Maximum amount to be \$250.00.

Section 4 - Program Reports

Program reports will be presented at the annual general membership meeting by the respective vice-president/chairperson.

ARTICLE V - MEETINGS

Section I - Date of Annual Meeting

The date of the annual general membership meeting shall be determined by the Board. Said meeting shall be in July or August.

Section 2 - Board Meetings

The Board shall meet quarterly or more frequently as deemed necessary by the President or Vice Presidents.

Section 3 - Special Meetings

Upon written or electronic request of ten (10) members of the Association or whenever deemed necessary by a quorum of the Board, special general membership meetings may be held upon written/electronic notice 10 days prior, to all members of the Association.

ARTICLE VI- COMMITTEES

Section 1 – Vice Presidents/Chairpersons

Three (3) or more Committee chairpersons/vice-presidents shall be appointed by the Board of Directors and shall include but not be limited to the following committees: Membership/Fund-Raising, Water Quality, Flow Barrier, Education, and Community Relations.

Section 2 - Duties

The duties of said committees shall be specified by the chairpersons at a Board meeting.

Section 3 - Approval

Vice presidents/Chairpersons shall prepare and present their anticipated program and budget to the board for approval.

Section 4 - Expenditures

Vice presidents/Chairpersons shall submit actual cost figures or receipts for programs to the Board for final approval of all expenditures, after audit by the treasurer.

ARTICLE VII – AMENDMENTS TO THE BYLAWS

Section I Amendments

Proposed amendments may originate from the general membership or the board. Board approved amendments are then presented to the membership at the annual meeting for a vote.

Section 2 Notice

Electronic (or written upon request) notice of the proposed amendment(s) must be given to all members 30 days prior to the annual meeting, and may be included with announcement of annual meeting.

Original by laws adopted 9/30/1996
Amended 8/23/2009
Amended and approved 8/21/2016