

# **BY-LAWS**

## **LITTLE FISH LAKE ASSOCIATION**

### **ARTICLE I – NAME AND ORGANIZATION**

Section 1. This organization shall be known as the Little Fish Lake Association, a non-profit organization of Volinia and Penn Townships, Cass County, Michigan.

Section 2. The fiscal year of the Association shall be the calendar year, January 1 to December 31.

### **ARTICLE II – PURPOSE**

The purpose of the Little Fish Lake Association is:

1. To promote the conservation and safeguarding of our waters and shoreline for the benefit of the property owners;
2. To support issues which concern the welfare of the lake, including the conservation of the water supply in the lake and watershed, the maintenance of the quality of the water safe for swimming and conducive to the renewal of fish resources, the prevention of pollution, and the preservation of navigation;
3. To act as a cohesive body to bring issues of interest to both lake residents/users and to the attention of governmental entities;
4. To promote social and recreational activities.

### **ARTICLE III – MEMBERSHIP**

Section 1. Membership in the Association shall be limited to lakefront property owners on the Little Fish Lake. Any lakefront property owner, upon payment of all dues, shall be welcomed and admitted to membership.

Section 2. The term “member “ is defined as either one person or a family unit. As a member, each property owner, or appointed designee thereof, shall be entitled to one vote at the time and place of such voting.

Section 3. Each member of the Association shall be equally privileged with all other members in his/her voice and vote upon any policy or proposition presented for discussion or decision at any meeting of the members.

Section 4. The annual dues are payable to the Treasurer on January 1 of each year. Dues shall become delinquent if not paid by July 1 of each calendar year. A delinquent member shall be ineligible for membership if delinquent dues are not paid within a 30 day grace period.

Section 5. The cost of the yearly dues of each member of the Association shall be at the discretion of the Board of Directors with respect to need.

Section 6. Withdrawal from membership in the corporation shall be by written notice to the Secretary of the corporation.

## **ARTICLE IV – OFFICERS**

Section 1. The officers of the Association shall be a President, Vice President, Secretary and Treasurer. They shall be elected by majority vote of the membership attending the organizational or Annual Meeting, and shall hold office for two years or until their successor is elected. They shall take office at the time of the organizational or Annual Meeting at which they are elected.

Section 2. The officers shall serve without compensation and will devote their time and efforts for the public interest.

Section 3. In case of the death or resignation of the President, the Vice President shall at once assume his/her title and duties. The vacancy in the office of Vice President shall be filled by a majority vote of the Board of Directors. In case of death or resignation of any other officer, his/her office shall be immediately filled by appointment by the President with a majority of the members of the Board concurring.

Section 4. Any officer or director becoming ineligible to membership in the Association shall automatically forfeit his/her office and such vacancy shall be filled in the same procedure as stated above.

Section 5. Duties and Responsibilities:

1. President: The President shall preside at all meetings of the Association and of the Board of Directors and shall cast the deciding vote in case of a tie.
2. Vice President: The Vice President shall assist the President in the performance of his duties. In the absence of the President, the Vice President shall preside at the meetings of the Association and perform all other duties of the President.
3. Secretary: The Secretary shall conduct all correspondence for the Association and the Board of Directors. Said person shall keep the minutes of all meetings and maintain a clear record of the business of the Association and Board of Directors.

4. Treasurer: The Treasurer shall receive all monies paid to the Association and shall keep an accurate record of the members and their financial status in the Association. Said person shall disburse such monies as approved by the Board of Directors. All expenditures of the Association shall be by check from the Association's account. The Treasurer shall make an oral report of the financial status of the Association at each meeting of the Association and of the Board of Directors and a written statement of cash receipts and disbursements shall be prepared annually and made available to the membership at the annual meeting. The Treasurer shall deposit all monies paid to the Association in the bank account of the Association.

Section 6. All records, books and materials used in conducting the business of the Association remain the property of the Association, and are to be transferred to incoming officers upon completion of elected terms.

## **ARTICLE V – BOARD OF DIRECTORS**

Section 1. The Board of Directors shall consist of the four duly elected officers and 5 Directors elected at large from the membership. The term of office shall run for 3 years. Director's terms will be staggered, dropping one or two each year.

Section 2. The management, supervision and control of the affairs of the Association shall be vested in the Board of Directors.

Section 3. Any vacancy occurring in the Board of Directors shall be filled by appointment of the Board of Directors. Any interim appointments to fill vacancies shall be for the balance of the elected term.

Section 4. A quorum of Board members and Officers for all meetings shall consist of five (5) members.

## **ARTICLE VI – MEETINGS**

Section 1. The annual meeting of the Association shall be held in June of each year. The meeting shall be held on the day set by the Board of Directors at the previous annual meeting, and due notice shall be sent to each member. Meetings may be attended via electronic media.

Section 2. Special meetings of the membership may be called at the option of the President or when requested by any three (3) members of the Board of Directors. Two weeks written or electronic notice of such special meeting shall be given to the members.

Section 3. A quorum for the transaction of business at any meeting of the membership shall be no less than ten (10) percent of the entire membership. Voting members shall register with the

Secretary of the Association immediately prior to any regular or special meeting of the membership.

Section 4. All meetings of the membership and of the Board of Directors shall be substantially as follows:

1. Call to order
2. Roll call of officers
3. Reading of the minutes
4. Report of Officers
5. Report of Committees
6. Unfinished Business
7. Elections of Officers and Directors (at annual or organizational meeting)
8. New business
9. Adjournment

## **ARTICLE VII – COMMITTEES**

Section 1. All committees shall be appointed by the President as needed and shall consist of 3, 5 or 7 members.

## **ARTICLE VIII – AMENDMENTS**

Section 1. Amendments may be made in writing to the Board of Directors. They in turn will vote on the amendment. The Amendment will then, if approved, be presented to the membership for a vote.