

# **BY-LAWS OF THE PEBBLECREEK HIKING CLUB**

## **Section 1. Name**

The name of the organization is PebbleCreek Hiking Club (PCHC).

## **Section 2. Form of Organization, Purpose and Operation**

2.1 Organization. The Pebble Creek Hiking Club is organized as a club.

2.2 Purpose. Its purpose is to promote hiking and related activities, which enhance the appreciation, understanding, preservation, and enjoyment of the land, its plants and wildlife.

2.3 Operation. The club shall conduct its business democratically and in accordance with the PebbleCreek Homeowners Association (PCHOA) Rules.

## **Section 3. Membership**

3.1 Eligibility. Membership is limited to PebbleCreek residents

3.2 Member Waiver Form. Each member must sign the Member Waiver form prescribed by the PCHOA from time to time. The completed form will be kept in a file maintained by the ~~Secretary-Treasurer~~ of the Club.

3.3 Remuneration. No individual member may receive compensation for services rendered in support of activities for this organization from non-members or outside sources without approval of the PCHOA Board of Directors. Compensation includes merchandise, services, benefits or rebates from vendors providing services or merchandise to this organization that are not provided to every member. With the approval of the Executive Committee, reimbursement of actual expenses or reasonable compensation to members of this organization from organization funds for services rendered to the members of the organization may be permitted. Additionally, with the approval of the Executive Committee, discounts to members for merchandise or services that are provided equally to all members or all participants in a particular activity sponsored by the Club may be permitted.

## **Section 4. Officers and Executive Committee**

4.1 Officers. The officers of this organization will be a President, Vice President, Treasurer, and Secretary. They will be elected for a term of two years and will serve until their successors are elected. The President and Secretary will be elected opposite years of the Vice-President and Treasurer.

4.2 Executive Committee. The organization's affairs will be managed by an Executive Committee composed of the officers.

4.2 Removal of An Officer. Any member may propose the removal of an officer. If 10 percent of the other paid members concur in the proposal, a meeting of the members will be noticed and held. At the meeting the reasons for removal will be presented and the officer in question will be given an opportunity to be heard. At the conclusion of the hearing portion of the meeting, the proposal will be put to a vote. Removal of an officer requires a vote of two-thirds of members in good standing in attendance at a meeting at which a quorum is present. In the event an officer is removed from office, the Secretary will notify the officer in writing.

## **Section 5. Duties of the Officers**

### 5.1 President.

- (a) Preside over meetings, assure the organization remains in compliance with PCHOA Rules applicable to it.
- (b) Prepare and file with the PCHOA Rules Compliance Committee (RCC) the annual submission required under the PCHOA Rules.
- (c) Prepare and file any notices that the PCHOA Rules require the organization to file with the RCC or other PCHOA Committees.
- (d) Make the annual financial report available to the members.
- (e) Oversee the activities of the other officers.
- (f) Call meetings when deemed appropriate.

### 5.2 Secretary.

- (a) Record and distribute to the membership the minutes of each meeting.
- (b) Maintain other records as required by the Executive Committee.
- (c) Prepare an annual report as required by the PCHOA
- (d) Has the sole responsibility for contacting the Activities Office whenever the need should arise.

### 5.3 Treasurer.

- (a) Maintain the financial records of the organization.
- (b) Maintain a current roster of the members along with a copy of the Member Waiver form signed by each member.
- (c) Report income and expenses at monthly meetings
- (d) Prepare such other reports as may be required by the Executive Committee

### 5.4 Vice President.

- (a) Conducts PCHC meetings in the absence of the President.
- (b) Works with the President in establishing the agenda for the next meeting.

- (c) Works with the Presentations Committee to develop appropriate presentations for meetings.
- (d) Maintains contact with clubs in PebbleCreek and outside organizations.

## **Section 6. Election of Officers**

6.1 Election. Two Officers will be elected at a meeting held every year in March. Election must be by a majority of the members in good standing in attendance at a meeting at which a quorum is present.

6.2 Commencement of Term. Newly elected officers will begin their term on the first day of April.

6.3 Successive Terms. All officers who are members in good standing may serve in the same position up to two consecutive terms.

## **Section 7. Meetings**

7.1 Annual Meeting. An Annual Meeting will be noticed and held each year in the month of March.

7.2 Regular and Other Meetings. Regular and other meetings will be held at times and places determined by the President with the approval of the organization. Appropriate notice will be given to the members.

7.3 Quorum. A quorum will be present at any meeting if 20 percent of the members in good standing are present.

## **Section 8. Committees**

Committees may be established by the Executive Committee as needed.

## **Section 9. Dues and Fees**

9.1 Dues. Membership dues may be changed by a majority vote of the members in good standing in attendance at a meeting at which a quorum is present. Members in good standing are those whose annual dues have been paid for the current hike season, which is September to September.

9.2 Fees. Fees for activities must be approved by the Executive Committee and must be in compliance with the PCHOA Rules Section 10.5.

## **Section 10. Amendments**

Amendments to the bylaws require a two-thirds majority vote of the members in good standing present at any regular meeting at which there is a quorum held (i) at least one

week after a regular meeting at which the proposed amendment or amendments were read, or (ii) after giving one week prior written notice of the proposed amendment or amendments to each member.

### **Section 11. Dissolution**

In the event of the dissolution of the organization, the following actions will take place:

- (a) All members will be notified of the dissolution and advised they are liable for any outstanding debts.
- (b) All outstanding debts will be paid.
- (c) After debts are paid, any monies received from members that can be equitably returned to the members may be returned to them if the organization elects. Monies not so returned and any other monies held by the organization will be transferred to the PCHOA.
- (d) The club will obtain approval for the dissolution from the PCHOA Board of Directors.

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John P Williams, President

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Patricia Chernow, Secretary

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