

HERSHEY AREA NEIGHBORS AND NEWCOMERS CLUB

BY-LAWS

ARTICLE 1. ORGANIZATION

Section 1. The name of the organization shall be “Hershey Area Neighbors and Newcomers Club.” (HANNC)

Section 2. The organization may at its pleasure and by a vote of the membership body change its name.

ARTICLE 2. PURPOSE

Section 1. The purposes of the Hershey Area Neighbors and Newcomers Club are to promote friendship, to increase the members’ knowledge concerning the functioning of the local community, and to provide opportunities for social interactions through a variety of interest groups.

ARTICLE 3. MEMBERSHIP

Section 1. Membership is open to residents of Hershey and the surrounding areas.

Section 2. Prospective members shall attend not more than one (1) month of activities as guests before joining the organization by paying regular dues.

Section 3. Members are eligible for office at anytime during their membership. Tenure of membership is unlimited. A membership runs from September to August.

Section 4. Responsibility of members: Each member is expected to donate time to support club operations and interest groups.

Section 5. Decorum: Each member’s behavior (decorum) is expected to reflect positively and create harmony within the club. In the event that a member’s decorum is deemed to be inappropriate, action will be taken by the Executive Board to address the situation.

ARTICLE 4. MEETINGS

Section 1. Hershey Area Neighbors and Newcomers Club shall meet on or about the second Monday of the month from September through May.

ARTICLE 5. VOTING

Section 1. A quorum consists of 50% of the paid members. Members may vote in person at the meeting or in absentia in a manner approved by the board.

Section 2. A vote is decided by majority of the quorum.

Section 3. A proposal/issue from members must be presented to the Executive Board. The Executive Board will present the proposals/issues to the general membership with their recommendations.

Section 4. A proposal/issue that is to be voted upon must be presented to members for discussion at a general membership meeting the month prior to the vote taking place. Voting will take place the following month.

ARTICLE 6. ORDER OF BUSINESS

The meeting shall provide a minimum of old business, new business, treasurer's report, other reports, and minutes.

ARTICLE 7. EXECUTIVE BOARD

Section 1. The Executive Board shall include officers as defined in Article 8.

Section 2. The Executive Board shall meet formally or electronically once a month in a manner designated by the President.

Section 3. The Executive Board shall have the authority to act for the whole organization.

Section 4. A majority of the Executive Board shall constitute a quorum. Voting decisions shall be determined by a majority of the quorum. If the Executive Board is tied, the issue is then decided by the general membership.

Section 5. The Executive Board shall approve all committee and special interest chairpersons as appropriate.

ARTICLE 8. OFFICERS

Section 1. The Executive Board shall consist of the elected officers: President or Co-President, Vice-President, Secretary or Co-Secretary, and Treasurer.

President:

Shall preside over all general membership and Executive Board meetings.

By virtue of the office shall be Chairperson of the Executive Board.

Shall communicate with outside agencies/individuals that have club inquiries.

Shall oversee meeting facilities.

Shall interpret by-laws with assistance from the Executive Board.

Shall regulate club procedure.

Shall be one of the officers who may sign checks or drafts on behalf of HANNC.

Shall organize and communicate with general meeting volunteers regarding refreshments and ambassadors.

Shall attend Executive Board meetings.

Vice-President:

In the event that the President or Co-President is unable to exercise her office, shall become acting President or Co-President of the organization with all the rights, privileges and powers, as if she had been duly elected President or Co-President.

Shall organize and communicate with general meeting volunteers regarding refreshments and ambassadors.

Shall oversee monthly sign-ups for club events at general meetings

Shall attend Executive Board meetings.

Secretary:

Shall keep the minutes and records of the organization.

Shall give and serve all notices to members.

Shall attend to all correspondence of HANNC.

Shall possess knowledge of HANNC by-laws and have a copy available at all meetings.

Shall attend Executive Board meetings.

Treasurer:

Shall have the care and custody of all monies belonging to HANNC.

Shall be responsible for all regular banking duties.

Must be one of the officers who shall sign checks or drafts for HANNC.

Shall prepare written monthly financial reports from July 1 through June 30.

Officers shall, by virtue of their offices, be members of the Executive Board.

Officers' responsibilities may be re-delegated to another member, if deemed necessary, by the Executive Board.

The term of an officer's position shall begin on July 1 and run for two years.

Section 2. Election of the Executive Board shall be held in April.

Section 3. The nominating committee shall be formed at the February General Meeting. The committee shall consist of three (3) members: one (1) selected from the Executive Board and two (2) selected from the general membership. The Chairperson of the nominating committee shall be decided by the members of that committee or appointed by the President.

Section 4. The slate of names for the election of new officers shall be presented at the March meeting. Nominations from the floor will be accepted at this meeting. Voting for the election of new officers by the general membership will be held at the April meeting.

Section 5. It is recommended, that an officer hold the office for two (2) years; however, it can be extended when needed.

Section 6. Vacancies occurring during the year among the officers of the Executive Board shall be filled by selection made by the three (3) remaining members of the Executive Board.

ARTICLE 9. COMMITTEES AND SPECIAL INTEREST GROUPS

Section 1. A chairperson is required for all Committees and Special Interest Groups.

Section 2. Committee and Special Interest Group Chairperson vacancies occurring during the year shall be appointed as appropriate by the President.

Section 3. Special interest groups and committees may be formed or modified by any member after informing the Executive Board and receiving approval.

ARTICLE 10. DUES

The annual dues are payable by October 31. Persons joining September through the December luncheon are liable for full dues of \$30 upon admission to membership. Persons joining after the December luncheon to the Spring luncheon shall be liable for \$20 dues upon admission to membership. Persons joining after the Spring luncheon to September 1 shall be liable for \$10 dues upon admission to membership. The fiscal year shall run from September 1 through August 31. The amount of the dues shall be decided by the incoming Executive Board prior to the September Newsletter deadline.

ARTICLE 11. AMENDMENTS

These by-laws may be amended at anytime. A proposed amendment must be presented at a general meeting. The voting to amend will take place at the following meeting. If passed, the changes take place immediately.