

**By-laws**  
**Pattagansett Lake Association**

**Article I:** The name of the organization shall be the Pattagansett Lake Association.

**Article II Purposes:** The purposes of the Pattagansett Lake Association shall be to foster, promote and make management recommendations for:

1. Watershed management techniques to improve the eutrophic condition of the lake, maintain desired water quality, and control the overgrowth of aquatic vegetation.
2. Proper recreational uses of the lake.
3. Maintaining desired lake ecology and wildlife habitats.

**Article III:** Membership – All persons interested in promoting the mission and purposes of the Association are eligible for membership.

**Article IV:** Meetings – Meetings of the Governing Board shall be held at least two times a year at a time and place determined by the President (unless otherwise designated). General membership meetings shall be held at least once annually or more frequently as designated by the Governing Board or a simple majority of current dues-paying membership at a time and place determined by the Governing Board. Notice of all meetings of the Governing Board and Association membership shall be communicated to members by the President or Secretary and also published in local media. Meeting agendas shall be prepared by the President with the approval of the Governing Board.

**Article V:** Voting – At each meeting of the Governing Board each Officer and Director shall be entitled to one vote. A simple majority (five) of the Officers and Directors shall constitute a quorum. At general membership meetings a quorum shall consist of 12 members. All votes shall be decided on the basis of a majority of those voting.

Voting Eligibility – A voting member is 18 years of age and a member in good standing by being current in dues.

**Article VI:** Governing Board – The Governing Board shall consist of nine members. The four Officers of the Association, during their term in office, shall be members of the Governing Board. Five additional members shall serve as Directors on the Governing Board. Officers shall serve for a 2-year term. The five Directors shall be elected three in one year and two in alternating years. Directors shall serve for a term of 3 years. The Governing Board shall have the power to fill any vacancy existing on the Board by a majority vote. The person chosen to fill a Board vacancy shall complete the unexpired portion of the term of the Officer or Director being replaced. The Directors shall perform such duties as requested by the President and provide guidance and input to the Officers on all Association matters. Any Officer or Director who is absent from two successive Board meetings without submitting a valid excuse to the President shall be contacted to determine his or her interest in remaining in the position or would prefer to resign. Officers or Directors may be removed by a two-thirds majority vote of the Governing Board.

**Article VII:** Officers – The Officers of the organization shall consist of a President, Vice President, Secretary, and Treasurer. Their duties are as follows:

- a) The President shall preside at all meetings of the Association and Governing Board, prepare meeting agendas, supervise the activities of the Association, take actions necessary in accordance with the Association's directions, and make an annual report to the membership.
- b) The Vice President shall preside at meetings of the Association and Governing Board in the absence of the President and shall work with and under the direction of the President on all affairs of the Association.
- c) The Secretary shall give notice of all regular and special meetings of the Association and Governing Board, keep a permanent record of the minutes and attendance records of the Association and Governing Board meetings, serve as custodian of all official records and correspondence of the Association, and maintain a list of all members of the Association and their contact information.
- d) The Treasurer shall be custodian of all funds of the Association, issue notice of dues payable and be responsible for collection thereof, keep the financial records of the Association, and submit financial reports at all meetings of the Association and Governing Board and for any other legitimate requests as approved by the Governing Board. All Association bank accounts shall be in the name of the "Pattagansett Lake Association". Bank signatory powers shall rest with the Treasurer and at least one other Governing Board member.

**Article VIII:** Elections – All Officers and Directors shall be elected by a majority vote of the eligible members present and voting at the annual meeting. Each dues paying voting member shall have one vote.

Not less than 10 days before the annual meeting the Nominating Committee, appointed by the Governing Board, shall nominate and communicate to the members of the Association the name of a recommended candidate for each Officer and Director position to be elected. Additional nominations may be made from the floor by Association members.

**Article IX:** Membership Dues and Treasury – Membership dues for 1 year shall be \$25.00 per individual voting member and payable by June 30 of each year along with an application form giving relevant contact information, including an email address. Persons may join the Association at any time by remitting the required annual dues. The fiscal year of the Association shall be from July 1 through June 30 of the following year. Dues may be increased, decreased, or suspended at any time by a majority vote of the Association members at the annual meeting. Any changes in dues shall go into effect immediately.

The purpose of the treasury is to pay for all expenses approved by the Governing Board for the furtherance of the Association's purposes. Association business expenses of \$100 or less shall be approved by a majority vote of the Officers. Expenditures greater than \$100 shall be approved by a majority vote of the Governing Board. The treasury account shall be subject to review at any time as directed by the Governing Board.

**Article X:** Contracts and Binding Agreements – All contracts and binding agreements must be approved by a two-thirds majority vote of the Governing Board. All contracts will require two signatures, that of the President and one other member of the Governing Board.

**Article XI: Committees** – The President, with the approval of the Governing Board, may appoint such committees as may be necessary to accomplish the purpose of the Association. The chairperson of each committee shall be elected by a majority vote of said committee.

**Article XII: Amendments** – The by-laws of the Association may be amended at any regular meeting of special meeting called for that purpose by two-thirds of the members present and voting. Proposed changes shall be communicated to all members at least 10 days before the meeting at which they are to be considered.

**Article XIII: Rules of Order** – Robert’s Rules of Order shall govern the proceedings of all meetings of the Association except as provided in these by-laws.

**Article XIV: Dissolution** – Upon the dissolution or other termination of the Association by a vote of at least two-thirds of its members, after any payments or provisions for payment for any remaining debts and expenses are made, any remaining funds in the treasury shall be transferred to a legitimate non-profit association or corporation as designated by a majority vote of the Governing Board.

BY-LAW CHANGES VOTED AND APPROVED BY THE ASSOCIATION:

June 4, 1985 The original by-laws were voted upon and accepted at the annual meeting of the Association.

October 22, 1997 **Article II: Purpose, Article IV: Meetings, Article V: Voting, Article VI: Governing Board, Article VII: Officers-a) President, Article VIII: Elections, Article IX: Membership Dues, and Article X: Committees.** Since this was the first time the by-laws were amended, refer to the original to note the exact changes.

June 30, 1998 \$5.00 annual membership dues went into effect.

July 15, 2020 By-laws were extensively revised from the previous version, termed the “June 11, 2003” version, which may be referred to for a comparison of the changes made to it.