

# GOOSENECK LAKE PROPERTY OWNERS ASSOCIATION CONSTITUTION AND BYLAWS

## ARTICLE 1

This association shall be known as the Gooseneck Lake Property Owners' Association (GLPOA)

## ARTICLE 2

The objectives of this association shall be as defined and outlined in the GLPOA Mission Statement.

## ARTICLE 3

- (a) A voting member of the association must be a cottage or property owner on Gooseneck Lake. However, only one vote will be allowed each cottage/property.
- (b) Associate or non-voting membership will be open, at the discretion of the executive body to those who reside in the vicinity of the lake, and have a sincere interest in the aims and objectives of the association.
- (c) Application of associate membership must be approved by the membership at the annual meeting.

## ARTICLE 4

- (a)-The officers of the association shall be
  - 1. The immediate Past President
  - 2. A President
  - 3. A Vice President
  - 4. A Secretary-Treasurer
- (b)-The above officers shall constitute the executive and be elected for a three year period.

(c)-Should the membership wish to increase the executive body, two directors may be elected by a simple majority vote at the annual meeting.

## ARTICLE 5

The annual meeting shall be held during the month of August and is subject to any change in day or date ordered by the President and Secretary-Treasurer.

## ARTICLE 6

The constitution may be amended by a simple majority vote of the membership, voting to be by ballot of those present and by proxy of those unable to attend.

## BY-LAWS

### ARTICLE 1

#### SECTION 1- IMMEDIATE PAST PRESIDENT

The immediate Past President shall be a member of the executive body, and be the associations representative on the Federation of the Magnetawan Valley Conservation Association.

#### SECTION 2 – PRESIDENT

The President shall preside at all official meetings, appoint all committees, and he shall perform such duties as may appertain to his office, or which may be assigned to him by the majority of votes of the members.

#### SECTION 3 – VICE PRESIDENT

The Vice President shall represent the President during his absence, and perform whatever other duties that might be assigned to him by the President or by the majority of votes by the membership.

## SECTION 4 – SECRETARY-TREASURER

The Secretary-Treasurer shall keep the records of the association, and Shall attend to the correspondence of this office, collect all dues or monies due to the association, and pay and keep record of all accounts. He will also prepare a financial report for presentation to the membership at the annual meeting.

## ARTICLE 2

### SECTION 1 VACANCIES

The executive shall fill all vacancies that occur during the year. Appointments so made shall expire at the time of the next annual meeting of the association.

### SECTION 2 SPECIAL MEETINGS

Special meetings of the executive or association may be called by the President or a majority of the executive. Notice of all such meetings shall be given by email or telephone to each member at least 10 days before the date of the meeting.

### SECTION 3 AMENDMENTS

If an amendment of the By-Laws is to be voted on at any meeting, notice of the meeting and the text of the proposed amendment, must be sent to all members, one month in advance of the meeting, and members unable to attend may vote on the amendment by proxy. Such proxy to be sent to the Secretary-Treasurer seven days prior to the meeting.

### SECTION 4 – QUORUM

Attendance of 50% of the executive committee at any meeting shall constitute a quorum.

## ARTICLE 3

### SECTION 1 – ANNUAL MEETINGS

The association shall meet annually. If it should become necessary to change the place of the meeting as previously decided, same may be done by a majority of votes of the officers, and the membership are to be notified at least ten days prior to the meeting, unless in cases of emergency. Then, the members are to be given as much prior notice as possible under the circumstances.

## SECTION 2 – QUORUM

A simple majority of voting members, shall constitute a quorum at all association meetings.

## ARTICLE 4 – NOMINATIONS

Nominations of officers shall be recommended by a nomination committee appointed by the President. This committee shall consist of no less than two members. The presiding officer shall give opportunity for additional nominations from the floor.

## ARTICLE 5

### SECTION 1 – APPLICATION FOR MEMBERSHIP

All applications for membership must be presented to the membership at the annual meeting for approval.

### SECTION 2 – ANNUAL DUES

The annual dues for maintaining the organization and providing for the Expenses shall be 35 dollars per year or as set by the members at the annual meeting, and such dues are payable in advance at each annual meeting. Any member failing to pay his dues within three months after the same becomes due, may be dropped from the membership.

### SECTION 3 – PROXY

A member, when unable to attend any regular or special meeting of this association may send as his proxy any paid up member of the association, provided the Secretary-Treasurer is advised seven

days in advance in writing.

## ARTICLE 6 – AMENDMENTS

These By-Laws may be amended by any regular meeting of the Association or at a special meeting called for the purpose upon receiving a simple majority favourable vote, providing said amendment be submitted in writing at a previous session by a member in good standing.