

LAKE MASPENOCK PRESERVATION ASSOCIATION, INC.

BY-LAWS

I. PURPOSE OF THE ASSOCIATION

The Lake Maspenock Preservation Association, Inc. has been formed for the purpose of promoting the welfare of Lake Maspenock. These bylaws are set forth to follow the Lake Maspenock Preservation Association's Charter of Organization.

II. MEMBERSHIP

Membership will be open to all concerned residents and owners of property in the towns of Hopkinton, Upton, Milford, and surrounding communities. 12-Month Rolling Membership terms shall apply to all memberships. Members must be 18 years of age in order to vote at Annual, General or Special Meetings.

Membership fees: Regular - \$35.00 per household (max 2 voting members per household) per year

Two-Year Membership - \$65.00 per household (max 2 voting members per household) for a two-year membership

Senior Citizens - \$10.00 per household (max 2 voting members per household) per year

III. OFFICERS

The members of the Association shall elect a President, Vice President, Treasurer and Secretary. Their duties are as follows:

President – Preside over all meetings and have a general knowledge of all Association Activities

Vice President – Preside over meetings when the President is absent and handle all matters pertaining to the promotion of membership.

Treasurer – Collect and distribute funds, keep the books, maintain membership list, and prepare annual treasurer's report.

Secretary – Keep minutes of meetings, notify members of upcoming Annual and General Meetings, post past approved meeting minutes to website.

In addition, there shall be an Executive Committee composed of five (5) members elected by the Association. The Executive Committee shall make recommendations to the Association and direct projects undertaken by the Association.

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Elected positions are for a 3-year term. Three terms, of the nine elected positions, will expire each year. Those positions expiring will be available to all eligible members interested in running for an open position. Notification of all available elected positions will be made to the membership a minimum of 14 days prior to the Annual Meeting. Voting for the officers and Executive Committee shall be by simple majority. Voting shall take place at the Annual Meeting of the Association. Candidates shall be required to be a member of the organization for at least one year prior to assuming office.

If an Officer or member of the Executive Committee is unable to complete his/her term of office, a replacement shall be appointed by the remaining Officers and members of the Executive Committee. The appointee shall hold the position until the next Annual Meeting of the Association, at which time a replacement shall be elected by the members to serve the remainder of the term.

IV. FUNDING

Funds shall be raised through annual membership fees and fund-raising events. The Treasurer will be responsible for collecting and distributing funds and keeping the books. Normal operating expenses, such as newsletter printing and postage, shall be paid by the Treasurer from LMPA funds. Approval by the Officers and Executive Committee shall be required for expenditures up to \$1,000.00. Expenditures in excess of \$1,000.00 will require a majority approval by membership.

V. MEETINGS

The Annual Meeting of the membership shall be held in June, with General Meetings to be held as necessary. Meetings shall be governed by Roberts Rules of Order. Monthly meetings of the Officers and Executive board will be held, generally, during the first week of each month. Any votes taking place at the monthly meetings will require a simple majority by the officers and executive board members attending, with a quorum of 5 required to hold a vote. Other committees will meet as needed. The suggested order of business for the monthly meetings shall be as follows:

- Accepting of minutes of previous meeting
- Treasurer's Report
- Transaction of Unfinished Business
- Transaction of New Business
- General Discussion
- Adjournment

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The order of business for annual meetings shall include, but not be limited to, the following:

- Annual Report by the President
- Election of Officers and members of the Executive Committee
- Voting on amendments to the By-Laws and/or Charter
- General Discussion
- Adjournment

Voting shall be a show of hands or a ballot. A two-thirds majority of members present shall be required for amendments to the Charter or By-Laws. Votes for amendments to the Charter or By-Laws will only be held at Annual, General or Special meetings. A simple majority of members present shall be sufficient for other proposals. A quorum of the lesser of 20 members, or 1/3 (one-third) of paid membership is required for voting on amendments to the By-Laws. All voters must be 18 years old to participate. A maximum of two votes per household per membership.

VI. SPECIAL MEETINGS

Following a presentation to the Executive Board and a request from a minimum of three (3) LMPA membership households, a special meeting will be held within a reasonable time frame, not to exceed 60 days. The definition of a quorum and voting requirements will be as earlier defined for annual and general meetings.

The order of business for Special meetings shall include, but not limited to, the following:

- Explanation by the President of the purpose of the meeting
- Presentation by a representative of the requesting members
- Opportunity by all the attending members to ask questions and general discussion
- Opportunity to motion for a vote
- Adjournment