

REVISED BYLAWS

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OF

HOME OWNERS LEAGUE OF MARIN VALLEY MOBILE COUNTRY CLUB

(An Unincorporated Nonprofit Association –

California Corporations Code Section 1800-18035)

ARTICLE I

Name

The name of this organization shall be the Home Owners League of Marin Valley Mobile Country Club (HOL).

ARTICLE II

Purposes and Objectives

To interact with Marin Valley Mobile Country Club management and organizations on behalf of residents to facilitate the flow of information and, if asked by residents or management, to assist in the resolution of issues.

To provide input on changes and applications of MVMCC rules, regulations and enforcement procedures.

To evaluate legislation, whether beneficial or harmful to MVMCC residents, and convey findings to elected state or local representatives as appropriate.

To sponsor and provide educational and recreational activities not provided by MarVal that promote the general welfare of all residents.

ARTICLE III

Office

The principal office for the transaction of business is located at 100 Marin Valley Drive, Novato, CA 94949.

## **ARTICLE IV**

### **Membership - Dues**

Membership in this organization is open to all registered residents of MVMCC.

Membership year is July 1 to June 30.

There are no dues for this organization. Donations are both welcome and necessary for the operation of this organization. There will be an annual donation drive.

All residents are both welcome and invited to involve themselves in any or all activities of this organization.

## **ARTICLE V**

### **Board of Directors and Officers**

There shall be a Board of Directors with five (5) members consisting of the President, first Vice-President, second Vice-President, Secretary, and Treasurer, each of whom shall be elected annually.

It shall be the duty of the President to preside at all Board, General Membership and Special Meetings, to appoint committee chairpersons with the approval of the Board of Directors, to propose appointments to fill vacancies of the Board and to implement policies as determined by the Board.

It shall be the duty of the first Vice-President to assist the President and to assume the duties of the President during his/her absence.

It shall be the duty of the second Vice-President to assist the President and first Vice-President, and to assume the duties of these officers in the absence of one or the other or both.

It shall be the duty of the Secretary to keep all minutes of Board, General Membership and Special Meetings and to handle routine correspondence.

It shall be the duty of the Treasurer to receive all monies, to disburse all monies as approved by the President and/or the Board of Directors, to keep proper records of all such receipts and disbursements, to submit a financial statement at all Board meetings and to submit a full financial report at the end of the fiscal year. The Treasurer shall disburse funds with the authorization of the President up to the amount of \$250 in any single transaction. Anything in excess of this amount must be approved by a majority of the Board officers attending a properly called Board of Directors meeting.

## **ARTICLE VI**

### **Nominating Committee - Annual Election**

The President, with the approval of the Board, shall appoint a nominating committee at the April General Membership Meeting. The committee will consist of two (2) resident volunteers. No Board Member or candidate for office shall serve on this committee.

The committee chair shall submit its list of nominees to the Board no later than May 1 and shall, at the same time, post in the MVMCC Clubhouse a copy of said list for all residents to see.

The names shall be placed in nomination, and the election shall take place at the May General Membership Meeting at which time additional nominations may be made from the floor.

The vote shall be taken by show of hands unless there is more than one nominee for any office, in which case the vote for that office shall be taken by secret ballot. The candidate receiving the most votes shall be elected.

The term of office shall begin on July 1 and end on June 30 of the following year.

## **ARTICLE VII**

### **Committees**

Committees may be created or abolished by the President with the approval of the Board. Committee chairpersons are appointed by the President and approved by the Board.

The President is a member, ex-officio, of all committees except the nominating committee and may or may not attend committee meetings.

## **ARTICLE VIII**

### **Meetings**

Board meetings of the organization may be held monthly on a day and time that is agreed to by the Board. Notice of Board Meetings will be posted in the MVMCC Clubhouse no later than 72 hours prior to the meeting date.

General Membership Meetings of the organization shall be held monthly on a day and time that shall be set annually. Notices of General Membership Meetings will be posted in the MVMCC Clubhouse no later than 72 hours prior to the meeting date.

Special meetings of the Board of Directors or General Membership may be called at the discretion of the President or by request of a majority of the HOL membership or by a majority of the Officers of the Board of Directors.

A quorum for a Board meeting shall consist of at least three officers of the Board of Directors.

Day to day business will be determined by a majority vote of the Board Members present at a meeting. Resident input will be solicited on a case by case basis and then voted on by the Board. The Board may submit any matter to a membership vote at the discretion of the Board.

*Robert's Rules of Order* shall be the parliamentary authority under which all Board, General Membership and Special Meetings shall be conducted.

## **ARTICLE IX**

### **Board Vacancies and Removal of Officers**

The President, with approval of the Board, shall make appointments to fill any vacancy caused by death, incapacity, resignation, removal, or disqualification.

An officer may be removed for cause by majority vote of the Board.

## **ARTICLE X**

### **Amendments**

These bylaws may be amended by a 2/3 vote of the Members present at a duly noticed General Membership meeting.