

BOOT LAKE IMPROVEMENT ASSOCIATION, INC.  
CONSTITUTION  
&  
BY-LAWS

(established September 8, 1977 and revised April 8, 1988 and June 7, 2014)

## **CONSTITUTION**

### **ARTICLE I**

This association shall be known as “Boot Lake Improvement Association, Inc.”

### **ARTICLE II**

Purpose: The purpose of this association is to encourage responsible management of our individual properties. The goal is to conserve the shared natural resources of Boot Lake and its shoreline through co-operative action with Governmental agencies to the benefit of all.

## **BY-LAWS**

### **ARTICLE I**

#### **MEMBERSHIP**

Section 1. Membership shall be granted to any individual who for at least one month each year resides on or within one mile of this inland lake for which the association was incorporated. No one will be refused membership.

Section 2. Membership will be terminated by the failure to renew membership dues

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### **ARTICLE II**

#### **MEETINGS**

Section 1. The annual meeting of the association shall be held on a date, time, and place determined by the president/and or board of directors. A two weeks notice of the meeting shall be given by correspondence to each member of the association.

Section 2. The president may call a special meeting of the association at any time upon a two weeks notice to the membership. The president shall call a special meeting when at least seven members file a written request with the secretary for such meeting.

Section 3. Members of the association who are present and entitled to vote shall constitute a quorum at all annual or special meetings of the association. A majority of votes cast at these meetings shall decide all motions, proposals, amendments and elections.

### **ARTICLE III**

#### **ELECTION OF OFFICERS AND DIRECTORS**

Section 1. The officers of this association shall be the president, vice president and secretary-treasurer. The term of an officer will be for two years.

Section 2. The Board of Directors and officers shall consist of a minimum of four members. The term of a director shall be for two years. The director shall be elected at an annual meeting.

Section 3. Officers and directors shall be elected at the annual meeting by a majority vote.

Section 4. Should an office become vacant during the term of any officer, or a vacancy occurs during the term of the director, the president shall choose one of the association members to serve the balance of the term.

### **ARTICLE IV**

#### **DUTIES OF OFFICERS**

Section 1. The President shall be the principal executive officer of the association. The President shall preside at all the meetings of the members and board of directors. The President shall have the authority to appoint such agents and representatives of the association as deemed necessary and delegate authority to them. The President shall have the authority to sign checks in absence of the sec/treasurer and all other documents on behalf of the association in the course of the regular business and may authorize any officer of the club to sign such documents in his/her absence.

Section 2. The vice-president shall perform the duties of the president when the president is absent, unable, or refuses to act and shall have all the powers of and be subject to all the restrictions upon the president.

Section 3. The secretary-treasurer shall keep a record of the minutes of each meeting. He/she shall give notice of all meetings and perform such other duties, as his/her office requires. He/she shall receive and safely keep all the funds of the association, and shall pay out of the funds only on the order of the president. He/she shall make an annual written report of all receipts and disbursements at the annual meeting.

### **ARTICLE V**

**VOTING** The president will welcome those in attendance at all meetings but ask that only those members who are current in their payment of association dues exercise their voting privileges.

Section 1. Voting at any meeting shall be based on one vote per member present. Voting rights are to be exercised only by members who are at least eighteen years old and are present and in good standing

Section 2. A member may cast a proxy vote at any meeting provided his/her written authorization is filed with the secretary before the meeting.

## **ARTICLE VI**

### **DUES**

Section 1. Membership dues are based on a calendar year of June 1 thru May 31 and payable by September 15 every year.

Section 2. Default in payment of dues for a period of forty-five days after September 15 shall forfeit membership.

Section 3. Special assessments may be levied by a two-thirds majority vote of those members present at any annual or special meeting provided that notification of this proposed action is given at the same time and as part of the notice of the meeting

## **ARTICLE VII**

### **COMMITTEES**

Section 1. The president shall appoint such committees, as he/she deems necessary.

Section 2. The chairperson of each committee shall make a report for his/her committee at the annual meeting.

## **ARTICLE VIII**

### **AMENDMENTS**

Section 1. This constitution and its by-laws may be amended by a two-thirds majority vote of those members present at any annual or special meeting provided that notice of the proposed amendment is given at the same time and as part of the notice of the meeting.

## **ARTICLE IX**

### **AUTHORITY**

Section 1. Roberts Rules of Order shall be the parliamentary authority.