

Moosup Pond Association

By-Laws as adopted September 19, 2007

By-Laws of the Moosup Pond Lakefront Association Inc.

Article I – Name

This organization shall be called the Moosup Pond Association Inc. which herein shall be referred to as the “Association”

Article II – Purpose

The purpose of the Association is to protect the interests of all of the owners of property in the immediate vicinity of Moosup Pond by maintaining and preserving Moosup Pond and its environs. The Association shall be operated as a non-stock corporation, non-profit organization.

Article III – Membership

Any individual who has reached the age of eighteen (18) is eligible for membership (herein referred to as member/s) provided they receive a real estate tax bill from the Town of Plainfield on the following roads: Smith Road, Pond Hill Road, Pond View Road, Salmen Drive and Moosup Pond Road between Salmen Drive and Smith Road. Once real Estate Tax bill equals one vote.

Associate memberships without voting rights are available to any interested party.

Article IV – Meetings of Members

- A. An annual meeting of the members of the association shall be held in Plainfield, Connecticut in July of each year, the date to be determined by the President and shall be specified in notice thereof.
- B. Special Meetings may be held at the a) call of the Executive Board or b) at the written petition of twenty (20) members in good standing.
- C. A member in good standing is a member who has paid annual membership.
- D. Notice of the annual meeting or special meeting shall be published by the Secretary in a newspaper or a commercial weekly having circulation in Plainfield, Connecticut for two (2) consecutive weeks prior to the date of said meeting. The secretary shall give other notice as directed by the Executive Board.
- E. Ten percent (10%) of the members or ten members in good standing (excluding proxy votes), whichever is less, will constitute a quorum.
- F. Members may vote by proxy in a manner determined by the Executive Board.

Article V – Officers and Directors

Officers and Directors shall constitute the Executive Board, and shall administer the affairs of the Association between annual meetings. The Executive Board may hold regular or special meetings upon call of the President and shall consist of at least three (3) members of the Executive Board. At least three (3) days notice, written or oral, shall be given to the Executive Board prior to said meeting. The Executive Board shall meet no less than twice annually.

- A. President – The President has a term for one (1) year. The President shall preside over all meetings of the Association, appoint committees and enforce By-Laws. The President is an ex-officio member of all committees.
- B. Vice President – The Vice President has a term for one (1) year. The Vice President shall preside of all meetings in the absence of the President and shall assume all duties temporarily if the President is unable as determined by the Executive Board.
- C. Secretary – The Secretary has a term for one (1) year. The Secretary shall record the minutes of all meetings, conduct correspondence, present minutes of previous meetings and submit an annual report of activities in the previous year.
- D. Treasurer – The Treasurer has a term for one (1) year. The Treasurer shall:
 - a. Maintain a checking account in the name of the Association.
 - b. Send to members, dues payable, record payment of such dues and maintain records of members in good standing.
 - c. Disperse payments by check as directed by the President. Checks over \$250.00 shall be countersigned by the President or Vice President or Secretary.
 - d. Present at each meeting a report of the balance in the checking account, all monies received and dispersed. Present an annual report at the annual meeting.
 - e. Shall file form 990 (income tax exemption for non profit organization) with the Internal Revenue Service by November 15th of each year.
 - f. Shall file with the Connecticut Secretary of State with proper fee a form entitled “Annual report-Domestic Nonstock Corporation” in September of each year.
- E. Directors – There shall be up to nine Directors. The Directors’ terms, initially will be as follows:
 - 1) Three (3) for one (1) year.
 - 2) Three (3) for two (2) years.
 - 3) Three (3) for three (3) years.Subsequent terms shall be for three (3) years.

Article VI – Vacancies

Except as otherwise provided, in case of a vacancy in the Executive Board due to death or resignation, the vacancy may be filled by the action of the remaining Executive Board with a member in good standing.

Article VII – Committees

- A. There shall be a nominating committee consisting of three (3) members appointed no later than one (1) month prior to the annual meeting. The committee shall prepare and submit a slate of officers to serve the next term.
- B. There shall be a membership committee consisting of three (3) members appointed at the annual meeting. The committee will find ways and means to increase and maintain membership.
- C. Any other committee deemed necessary by the Executive Board.
- D. All committees deemed necessary shall be appointed by the President.

Article IX – Dues

The membership dues shall be set by the Executive Board and shall be payable upon receipt. There shall be no refund of dues in cases of death or resignation.

Article X – Annual Audit & Depository

- A. There shall be an annual audit of the treasury by two (2) members of the association appointed by the President.
- B. The official depository for the Association monies shall be determined by the Executive Board.

Article XI – Fiscal Year

The Fiscal year for the Association shall begin on July 1, each year.

Article XII – Miscellaneous

- A. No member of the Association can attain any assets of the Association simply by being a member.
- B. Upon dissolution of the Association, all assets shall be distributed to a Municipal organization or other non-profit organization under 510 (c) (3).

Article XIII – Amendments

Amendments to the by-laws may be adopted at any regular or special meeting of the Association.

