

**Bylaws
of**



September 2001

ARTICLE I NAME, LOGO AND ADDRESS

- A. This organization shall be known as the CITRUS COUNTY COMPUTER CLUB, INC. and herein after referred to as the CCCC or Club.
- B. The Club Logo shall consist of a map of Citrus County with CCCC in the center.
- C. The mailing address of the CCCC is P.O. Box 640503, Beverly Hills, FL 34464-0503

ARTICLE II. PURPOSE OF THE CCCC

To serve as a forum in the interests of the membership regarding the dissemination of current developments in the computer hardware, software, languages, programming and associated subjects.

- A. To publish a newsletter at periodic intervals as determined by the membership.
- B. To maintain a Lending Library for the members.
- C. To maintain contact with computer hardware and software vendors.

ARTICLE III. MEETINGS

- A. One regular business meeting with a time limit of 30 minutes shall be held each month. Time limits may be extended by vote.
- B. Special meeting may be called by a vote of 20 percent (20%) of the membership.
- C. No business shall be conducted at business meetings unless a quorum of 20 percent (20%) of the membership is present.
- D. An annual meeting shall be held in January for the delivery of the annual report and the election of officers.
- E. Prior notification of the meeting to change the ByLaws or to elect a vacated office will be published in the Newsletter.
- F. Any action to spend One hundred dollars or more must be

... shall not be subject to a vote of the membership and shall be adopted by a majority vote.

C. Once adopted, these bylaws are binding on the entire membership.

D. Bylaws may be amended in whole or party by a majority vote.

E. A minimum of three (3) elected officers must be present with the vote is to be taken.

ARTICLE X DISSOLUTION OF THE CCCC

A. Prior to dissolution, all assets remaining after payment of liabilities shall be donated to a non-profit organization chosen by a majority vote.

B. The CCCC may be dissolved by a majority vote at a business meeting.

C. None of the assets will be distributed to any officer or member of the CCCC.

ARTICLE XI GUESTS

A. Guest may attend a reasonable number of meetings before being asked to join.

B. Guest have no voting rights and cannot voice an opinion without permission from the Chair.

C. Guests cannot use the Club Library.

Dated at Beverly Hills, Citrus County, Florida, this 5th day of October, 2001

G. At least one meeting of the month shall be devoted to a demonstration and/or a roundtable.

H. Business meetings shall be conducted as follows:

1. Call to order.
2. Read the minutes of the previous meeting.
3. Correspondence read.
4. Treasurer's report.
5. Committee reports.
6. Old and New Business.
7. Adjournment by the Chair.
8. Program.

.RTI

Attested by:	Roger Fisher/s	<u>Roger Fisher</u>
Witness:	Walt Steffox/s	<u>Walt Steffox</u>
Witness:	Walt Rogers/s	<u>Walt Rogers</u>
Witness:	Lee Nowicki/s	<u>Lee Nowicki</u>
Witness:	Beverly Swanson/s	<u>Beverly Swanson</u>

~~... Nominating Committee of three to five members shall be~~
appointed by the Club at the October meeting.

B. The committee shall give it's recommendations to the membership at the business meeting in November.

C. Nomination may also be made for the floor at the January elections meeting.

ARTICLE V. MEMBERSHIP

A. A member is one who pays assessed dues.

B. Membership is open to all persons interested in the use of computers. Membership can include the entire family.

C. All members are permitted one vote per family.

D. Other members of the same family desiring voting privileges may do so by becoming a member.

E. A prospective candidate for membership shall complete an official membership application.

F. Dues will be assess by the Club and will be payable annually in a single payment. The expiration date will be the annual anniversary month. There will be a thirty (30) day grace period before a membership is canceled.

In the event of a vacancy of office, the Club shall hold a special election at the next scheduled business meeting to fill this office.
(See Article III, Item E.)

ARTICLE VII OFFICERS AND DUTIES

PRESIDENT

1. Chair all Club meetings.
2. Is an ex-officio member of all committees.

VICE-PRESIDENT

1. Assumes the duties of the President in the absence of the President.

SECRETARY

1. Shall record and report minutes of meetings.
2. Will read and act on approved correspondence.
3. Sign official documents as requested.
4. Be caretaker of Club documents.
5. Chair meetings in the absence of the President and Vice-President.

TREASURER

1. Receive and deposit funds for the Club and write receipts.
2. Disburse funds when authorized.
3. Maintain the financial records of the Club, including canceled checks, statements and receipts.
4. Give a monthly financial report at the regular business meeting showing income, disbursements and balances.

NEWSLETTER EDITOR

1. Shall publish a newsletter once a month or as voted by the membership.
2. Will accept for publication articles from the membership. The editor shall be solely responsible for editing the articles.

to publish the newsletter.

7. Shall publish the various committees and member roster.

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MEMBERSHIP.

1. Maintain a roster of officers, membership and committee members
2. Process membership applications and cards.
3. Shall greet new members and make them feel welcome.
4. Shall assist in the recruitment of new members.

LIBRARIAN

1. Maintain and protect the Club Library and its catalogues.
2. Be the final word on admission of any disk into the Library.
3. Keep the membership informed of new additions to the library via the newsletter or meetings.
4. Be compensated for the use of his/her personal equipment in the club Library.

ARTICLE VIII. COMMITTEES AND DUTIES.

- A. Standing Committees shall be formed as needed by vote of the membership. Each committee shall have a Chairperson. The committee will report monthly at the business meeting.
- B. The committees and duties are as follows.

AUDIT.

1. Audit of Club treasurer's records in November.

BYLAWS.

1. Shall review the Club bylaws. (Also the state charter and tax exempt status if applicable.)
2. Make recommendations for the voting by the membership.

PROGRAM

PUBLICITY

1. Preparation of articles for the newsletters and/or news media.

ARTICLE IX. BYLAWS

- A. These bylaws, as written, shall be read at a business meeting for adoption.