

SUNSET BEACH CIVIC ASSOCIATION, INC.
BYLAWS

PURPOSE

The primary purpose of the Sunset Beach Civic Association, Inc. is to maintain and improve living conditions of the citizens of the Sunset Beach area. The Association strives to protect the rights of all citizens.

The Sunset Beach area is defined as the land area South of Gulf Boulevard, bordered on the East by Blind Pass Inlet and on the West by the Gulf of Mexico.

ARTICLE I MEMBERSHIP AND MEETINGS

1. Any citizen living within the designated area of Sunset Beach or owning property/business shall be eligible for membership.
2. Membership dues shall be collected yearly. Individual and family memberships will be available.
3. All meetings shall be held within the city of Treasure Island, Pinellas County, Florida. Monthly meets shall be held October of one year through May of the next year.
4. The annual meeting of the membership shall be held during the month of March each year. The members present at that meeting will elect the Board of Directors, who will be installed at the next meeting.
5. The newly elected Board of Directors shall choose officers prior to the installation.
6. The President and two Directors may call a special meeting of the membership provided members are notified ten days prior to the meeting.
7. Ten members, excluding Board members, shall constitute a quorum for the purpose of transacting business at a general or a special meeting.
8. Notice of time and place for all meetings shall be distributed to the membership during the week prior to the meeting.
9. The elected Officers shall determine the order of business for all meetings. The following order of business shall be observed at all monthly, annual and special meetings of the membership so far as practical:
 - a. Roll Call
 - b. Reading, correction and approval of minutes
 - c. Officers' reports
 - d. Committee reports
 - e. Election of Directors
 - f. Unfinished business
 - g. New business
10. Roberts Rules of Order shall govern all proceedings of the Association.

ARTICLE II

DIRECTORS

1. Members of the Board of Directors shall be chosen by the membership at the annual meeting.
2. One half of the members of the Board shall be elected each year for a two-year term.
3. The Board of Directors shall have the general management and control of the business and affairs of the Association and shall exercise all powers that may be exercised or performed by the Association under the Certification of Incorporation, Statutes and the Bylaws of the Association.
4. The Board of Directors shall determine time and place for monthly meetings. The President may call a special meeting by giving adequate notice to each Director.
5. The Bylaws of the Association may be amended or rescinded by two-thirds vote of the Board of Directors
6. If a vacancy occurs, the Board of Directors shall appoint, by two-thirds vote, a member of the Association to serve as Director until the next annual election.
7. If any officer or director is absent for three consecutive monthly meetings of the Association, his/her position may be declared vacant by the president before the close of the third meeting. Unless a satisfactory excuse is accepted by a majority of the Board of Directors, the Board will fill the vacancy by appointing a member of the Association to serve until the next annual election.

ARTICLE III OFFICERS

1. The Board of Directors shall elect a President, a Vice President, a Secretary and a Treasurer.
2. The President shall preside at all meetings of the directors and the membership and shall have general charge and control over the affairs of the Association subject to approval of the Board of Directors.
3. The Vice President will fulfill the duties and responsibilities of the President in the absence of the President.
4. The Secretary shall keep a record of the proceedings of the meetings (minutes) of the membership and the directors. He/She shall have custody of the meeting minutes, books, records and papers of the Association. The Board of Directors may, by resolution, authorize some other person to have custody and possession of specific documents and/or papers.
5. The Treasurer shall keep account of all monies, received and disbursed, of the Association. He/She shall deposit all monies in the name of and to the credit of the Association in such banks and depositories designated by the Board of Directors. All checks are to be signed by the Treasurer and/or the President. The Treasurer will sign all membership cards. The Treasurer will provide a full financial report at each meeting of the Board of Directors and at one meeting of the membership each year.
6. Officers shall serve for one year and may be elected to serve additional years.
7. The officers and directors shall not hold any elected public office in the City of Treasure Island.

8. If the office of President becomes vacant, the Vice President will succeed and serve as President until the next annual election. All other vacant offices shall be filled by majority vote of the Board of Directors until the next annual election.

ARTICLE IV AUTHORIZATION TO DISBURSE FUNDS

1. The Board of Directors is responsible for the disbursement of all funds.
2. The Board of Directors shall review the treasurer's monthly report.
3. The treasurer shall submit a year-end financial statement at the annual meeting.

ARTICLE V COMMITTEES NOMINATIONS AND ELECTIONS

1. The newly elected President shall appoint all necessary committees for the period of his/her term of office. The committees will be appointed in a timely fashion after the annual meeting.
2. The President shall appoint a nominating committee sixty days prior to the annual meeting. At least two members of the Board shall serve on the committee. This committee shall submit a list of nominees thirty days prior to the annual meeting. The committee shall obtain a willingness-to-serve-if-elected agreement for each nominee prior to submitting the names. Nominations from the floor will be accepted at the annual meeting.
3. All elections shall be by secret ballot unless dispensed with by majority vote of the membership present and voting.

ARTICLE VI POLITICAL ACTIVITY

1. The Board of Directors shall invite all candidates-for-office in the City of Treasure Island and/or the County of Pinellas for which the citizens of Sunset Beach vote, to appear and present their qualification and platforms at a meeting of the Association.
2. The Association shall not endorse any candidate for public office.

ARTICLE VII DISTRIBUTION OF ASSETS

1. Upon dissolution of the Corporation, the Board of Directors shall pay or make provisions for payment of all liabilities.
2. At a special meeting, the Board shall vote on the disposal of any remaining assets as follows:
 - a. Determine non-profit charitable or educational organizations to be considered.
 - b. Choose the recipient/s by two-thirds vote.