

SCOTTSVILLE RECREATION, INC.

BY-LAWS
2008 update

ARTICLE 1 - NAME

This corporation shall be known as SCOTTSVILLE RECREATION, INCORPORATED. The principal offices of the corporation shall be located in Scottsville, Virginia, Albemarle County.

ARTICLE 2- OBJECT

The purpose of this corporation is to own, develop, operate, and maintain a private swimming pool, tennis courts, and other recreational facilities for its members. From time to time the pool may offer swimming lessons and sundry other sports related activities, possibly for an additional fee, at the discretion of the Board (cg 11/2005). This is a non-profit organization.

ARTICLE 3 -MEMBERSHIP

SECTION 1: Membership of the corporation shall be composed of those individuals who have applied for and have been accepted for membership and have purchased one (1) certificate of the corporation.

SECTION 2: Membership certificates shall cost the sum of \$300.00. This amount may be paid in three (3) annual installments of \$100.00 each or one (1) payment of \$300.00. The annual installments must be paid on or before May 1st.chg 10/99

SECTION 3: POLICY ON REFUND OF MEMBERSHIP FEE--Deleted May 1995

SECTION 4: TYPES OF MEMBERSHIP FEE

(A) FAMILY MEMBERSHIP - Family membership applies only to those living within a one (1) family household and related by birth or marriage.

1) A family membership is owned by husband and wife, therefore in the event of death of either spouse, his or her interest is automatically transferred to the survivor. When the surviving spouse dies, the membership ceases to exist, except in the following circumstances: If there are surviving, unmarried children under the age of eighteen (18), they will be permitted to use the corporation facilities on a no charge basis until such time as they attain the age of eighteen (18) or marry.

2) In case of legal separation or divorce the husband and wife shall notify the president of the board of directors by certified mail with a duly signed document bearing "both" signatures and stating which one retains the family membership. If the entire membership has been paid in full, the other spouse may join by paying the appropriate annual dues.

NOTE: It will be up to the parties in question to see that the membership fee has been paid before the other spouse can join as described above.

3) In case of legal separation or divorce, all legal children of that union up to the age of eighteen (18) are allowed to use the pool facilities regardless of whether they live with the parent who has the family membership. They must attend with the parent who has the membership.

(B) SINGLE MEMBERSHIP - Single membership applies to a person who does not have or

wish to include family members of the household.

(C) Membership certificates are not transferable.

SECTION 5: ANNUAL DUES

a) Annual dues will be increased to \$350 for a family membership. (cg 11-2008) and \$225 for a single membership.

c) Annual dues are payable in full before annual membership cards are issued and must be paid before members can use the facilities.

d) Annual dues are not transferable.

e) An annual maintenance fee of \$65 will be assessed each membership. This fee is waived for each membership that dedicates at least 3 (three) hours of work to the pool each year. (cg 08/07)

SECTION 6: A certificate for membership may be applied for by securing and completing an application form from a member of the Membership Committee and returning it to the same. All applicants must be eighteen (18) years of age or older.

(A) Prospective membership applicants shall follow the following procedures:

1. Receive a signed and dated application from a member of the Membership Committee. (Be sure the committee member has signed and dated the application form provided.)
2. Applicant must fill in application form completely and have it signed by four (4) active member sponsors.
3. Return application to committee member you received it from.
4. If the application is approved, the Membership Committee will notify the applicant. The applicant will then send all fees and annual dues to the Treasurer and the Treasurer will in turn, issue membership cards.
5. If the application is not approved, the applicant may be notified by the Membership Committee without explanation.

SECTION 7: All applicants for membership shall be added to the membership waiting list maintained by the chairperson of the Membership Committee.

SECTION 8: Applications for membership are not transferable.

SECTION 9: a) Membership certificates will be revoked after non payment of annual dues for three (3) consecutive years with the exception of charter members.

b) If a member has been off the books for over three (3) years and wishes to rejoin the pool, they will be allowed to rejoin the pool by paying the appropriate annual dues for the

type of membership that applies to them. The membership fee will not be charged again.

NOTE : This only applies to members who had completed paying the membership fee PRIOR to dropping from the books. Those who had only partially paid their membership fee would be required to finish paying that outstanding fee to rejoin and then pay the annual dues.

SECTION 10: Non-payment of dues will put the member in an inactive status. Annual dues are to be paid by May 1st. of each season, or before the pool or its facilities can be used.
Any annual dues paid on or after June 1st will be assessed a \$25 late charge. chg 10/99.

SECTION 11: MEMBERSHIP LIMITS

The total active membership shall be no more than 200 memberships: with the provision that the Board of Directors has authority to limit the membership under that of 200, though not less than 150, if it feels facilities are inadequate to handle the number of people utilizing them. An inactive member who has paid their membership fee in full may become active by paying the annual dues for the for the current year on or before July 1st. This may give the corporation more than the stated active membership limit during any given year.

(A) When the 200 active membership limit is reached, a waiting list shall be maintained.

SECTION 12: Members and guest are not permitted to use and / or have in their possession alcoholic beverages or drugs on the property of the corporation.

SECTION 13: An active membership in good standing is one who:

- A) Has paid in full for membership certificate.
- B) Has paid their current annual dues.
- C) Has complied with the corporation Articles of Incorporation, its by-laws, and rules and regulations.

ARTICLE 4 - MEETINGS OF MEMBERS

SECTION 1: A regular annual meeting of the members of the corporation shall be held sometime between March 1st and April 30th at the discretion of the board. (cg 11/2005)

SECTION 2: Special called meetings of the members of the corporation may be called by the President or by a majority of the Board of Directors.

- A) Special called meetings may also be called by the written request of twenty (20) active memberships by mail to the President of the Board of Directors. Requested meetings must be called by the President and held within thirty (30) days. (cor 4/99)

B) At special called meetings only the business published to the members in writing or by email by the Secretary may be acted upon.

SECTION 3: The Secretary shall give written or electronic notice of the Annual Meeting and all special called corporation or to email address on record (cg 11/2005), at least ten (10) days before the meeting date.

SECTION 4: Fifteen (15) active memberships shall constitute a quorum. (corrected 4/99) (Cg 4/2004)

ARTICLE 5 - BOARD OF DIRECTORS

SECTION 1: The Corporation shall be managed by a Board of nine (9) Directors who shall serve without compensation and who shall be elected from the active members in good standing.

A) At each annual meeting three (3) Directors shall be elected for a three (3) year term. The term of office shall begin at the close of the annual meetings at which he or she is elected.

SECTION 2: If a Director fails to attend regular meetings of the Board of Directors for three (3) consecutive meetings without just cause or otherwise fails to perform any of the duties incumbent upon him or her as Director, his or her position may be declared vacant by the Board of Directors and the vacancy filled as herein provided. The Board member shall be notified of replacement by the President.

SECTION 3: Any member of the Board of Directors who shall cease to hold membership or be active and in good standing shall automatically cease to be a member of the Board of Directors.

SECTION 4: Consistent with these by-laws, the Board of Directors shall:

A) Elect from the Board of Directors a President, Vice-President, and Secretary. They may also remove any officer of the Corporation from office by a two-thirds (2/3) majority vote.

B) Approve such committees as are appointed by the President as herein provided.

C) Transact all corporation business limited to a maximum expenditure of \$5,000.00 for any single transaction. (cg 11/2005)

D) Fix the duties and compensation of all personnel employed by the corporation.

E) Vote on all applications for membership. Applications require the affirmative vote of a majority (5) on the nine (9) Board members for approval.

F) Fill, by two-thirds (2/3) majority vote, any vacancy that occurs on the Board of Directors within one (1) month; to serve until the next annual meeting; at which time the vacancy shall be filled for the remaining term by a majority vote of the membership present.

G) The Board of Directors shall cause the books of the corporation to be audited annually by an auditor who shall be neither a Director nor officer of the Corporation.

H) A board member shall not succeed himself / herself on the Board. After serving for a three (3) year term or completing a term for someone else, a Board member must

remain off the Board for one (1) year before being re-elected or appointed to another term or part of a term.

SECTION 5: The Board of Directors shall meet at such times and intervals as they deem necessary.

- A) Five (5) members of the Board shall constitute a quorum.
- B) The Board of Directors may act by a simple majority except where a two-thirds (2/3) majority or other voting requirement is specifically called for in these by-laws.

SECTION 6: The Board of Directors of the Corporation, as a whole or individually, may be removed and/or their actions overturned at any annual or duly called special meeting, by a two-thirds (2/3) majority of the membership present.

ARTICLE 6 - OFFICERS AND COMMITTEES

SECTION 1: PRESIDENT

- A) The president shall be elected by the Board of Directors and shall preside at all meetings of the corporation and the Board of Directors.
- B) The president shall appoint, subject to the confirmation of the Board of Directors, all committees and their chairman.
- C) Shall be an ex-officio member of all committees.
- D) Shall notify all Board members of time and place of all meetings.

SECTION 2: VICE-PRESIDENT

- A) The Vice-President shall perform the functions of the President in the absence or at the request of the President.
- B) The Vice-President shall be an ex-officio member of all committees.

SECTION 3: SECRETARY

- A) The Secretary shall keep the minutes of all the Board of Directors meetings and all the meetings of the membership; annual and special.
- B) The Secretary shall send out notices of the annual meeting and special called meetings as stated in these by-laws.

SECTION 4: TREASURER

- A) The position of treasurer is removed from the Board of Directors. However, the treasurer must attend annual meetings and / or special called meetings. He / She must attend Board meetings when requested.
- B) The treasurer shall keep the financial accounts of the corporation, collecting its revenues, and paying its bills as approved by the Board of Directors.

SECTION 5: COMMITTEES

The following committees shall be appointed as provided in these by-laws:

A) **NOMINATING COMMITTEE**

- 1) The nominating committee shall be composed of three (3) members, at least one being a Board member.
- 2) The nominating committee shall nominate a candidate for each vacancy in the board of Directors to be filled at the annual meeting, and shall report such nominations at annual meeting for election.
- 3) Nominations may be made from the floor at the annual meeting.

B) **MEMBERSHIP COMMITTEE**

- 1) The membership committee shall be composed of three (3) members, at least one (1) being a Board Member.
- 2) All members of the membership committee shall have on hand application forms.
- 3) The membership committee shall receive all applications for membership and shall study and review each applicant before recommending approval or disapproval to the Board of Directors.
- 4) The membership committee shall be responsible for prospective member applications as set forth in these by-laws under Article 3, Section 6A, page 2.

ARTICLE 7 - MEMBER'S GUEST (S)

Members with memberships in good standing may bring guests if accompanied by a member provided:

- A) Members must register their guests.
- B) A fee of \$5.00 per guest per day shall be charged. (Cg 4/2004)

D). Any current membership wishing to bring more than twenty (20) guests at a time to the pool should observe the "Group Events" policy as laid out below. If a current membership wishes to bring in more than twenty (20) guests at any one time, they must reserve the dates and times at least seven (7) business days in advance through the Group Events Coordinator (as appointed by the Board of Directors) in order to ensure adequate lifeguard coverage and swimmer safety. Cancellation of the event should be made at least 6 hours in. Group functions of over twenty (20) guests may be offered the established reduced guest fee for the season, as specified by the Board of Directors. (cg 8/2007)

ARTICLE 8 -VOTING

SECTION 1: Voting membership shall be those who are on the active list and in good standing.

SECTION 2: There is only one (1) vote per membership.

A) A family has only one (1) vote. Either the husband or wife may vote, not both and not the children.

B) A single membership has only one (1) vote.

SECTION 3: Secret ballot may be used when requested by a majority of those present at a meeting.

SECTION 4: A simple majority of those present shall be required unless these by-laws provide otherwise.

ARTICLE 9 RIGHTS OF THE MEMBERSHIP

SECTION 1: SCOTTSVILLE RECREATION, INC. was organized for and continues to be for families who have been accepted into membership and are working together for the good of the corporation. They abide by the wishes and desires of the membership in the use and care of the corporation facilities.

ARTICLE 10 MISCELLANEOUS

SECTION 1: These by-laws may only be amended by a two-thirds (2/3) vote of the active members present at a meeting of the corporation membership, provided at least a ten (10) day notice of such amendment shall be given by mail or by email to the members by the Secretary.

SECTION 2: A copy of these by-laws will be furnished to each membership for free.

A) Each new membership will receive a copy of the by-laws when accepted.

ARTICLE 11 - CORPORATION RULES

SECTION 1: The rules and regulations for the use of the corporation facilities may be updated and changed from year to year by the Board of Directors, However the rules and regulations will be presented, when changed, at the annual meeting and at special called meetings of the corporation before the change goes into effect.