

Montgomery Township Senior Citizens, Incorporated

By-Laws

Article I

Name

The name of this organization shall be the Montgomery Township Senior Citizens, Incorporated. The organization is also commonly referred to as Montgomery Senior Citizens.

Article II

Mission

- A. To provide an organization where people aged 55 and above in the community can meet and become involved in a meaningful life
- B. To provide means for recreation and education through lectures, trips and leisure activities
- C. To provide and promote a community understanding in issues important to seniors
- D. To provide and encourage volunteer work to help others and each other
- E. The organization is not to be used to promote private sales, advertising, political or religious interests by members.

Article III

Membership and Dues

Section I – Membership

Any resident of Montgomery Township and surrounding towns shall be eligible

for membership. Eligibility of all others shall need the consent of the Executive Committee. Members who have moved away may retain membership with payment of dues. U.S. citizenship is not a requirement.

A current copy of the By-Laws will be provided to each new member upon payment of dues and available to all members upon request.

Section II – Dues

Annual dues shall be determined by the Executive Committee. Dues are payable at the January meeting with a grace period of two meetings to the Membership Chairman or designee(s). Payment is for one calendar year of membership starting in January. If the dues are not paid by end of March, the Treasurer will inform the President and the President shall make a final decision on the person's membership.

New members joining after July 1st, shall pay a reduced membership fee, half of the annual membership fee. Membership applies for the remainder of the year. This privilege can only be applied once per member.

Articles IV

Officers

Section I – Officers

The officers of the organization shall be President, Vice President, Secretary and Treasurer.

Section II – Eligibility

A member is eligible for office if he/she has been a member in good standing.

Section III - Duties

A. The President shall preside at all meetings at which he/she is present. He/she shall appoint chairmen of all Standing Committees and Special Committees. He/she shall be a member ex-officio of all committees except the Nominating Committee.

- B. The Vice President shall perform the duties of the President in his/her absence. He/she shall be the Chairman of the Program Committee.
- C. The secretary shall keep a record of the proceedings of all meetings of the organization. A copy is to be given to the President prior to the following meeting.
- D. The Treasurer shall receive dues from the Membership Committee, account for the receipts and disbursements, for all funds budgeted by the Program Committee and for the special checking account. The financial statement (Treasurer's Report) of the organization is given to the President prior to each meeting. The books of the Treasurer shall be audited by an Auditing Committee appointed by the President at the end of the fiscal year.

Section IV – Term of Office

- A. All officers shall be elected to serve for a two-year term or until their successors are elected.
- B. They shall assume office upon installation at the December meeting.
- C. No member shall hold more than one office at a time.

Section V – Removal of Officer

- A. An officer can be removed from office by a two-third vote of the entire membership. Vote can be in-person, by telephone or by email. The voting is conducted by the Nominating committee with membership list provided by the Membership Committee

Article V

Meetings

Section I – Meetings

Meeting shall be held monthly at a location and time determined by the Executive Committee.

Section II – Quorum

One-third of the membership shall constitute a quorum. If a quorum does not exist, no votes may be taken nor approval of minutes and treasury report.

Article VI

Executive Committee

- A. To consist of duly elected officers of the organization
- B. They will meet at the call of the President.
- C. They shall appoint three members to the Nominating Committee
- D. It is the responsibility of the officers to govern the organization.

Article VII

Standing Committees

Section I

There shall be the following Standing Committees:

- Auditing
- Membership
- Nominating
- Programs
- Sunshine
- Trips

And other committees created by the President to carry out the work of the organization. They shall serve for two (2) years or until next regular appointment cycle.

- A. Auditing Committee of three shall audit the Treasurer's books after the December meeting and have a report for the January meeting.
- B. Membership Committee shall collect dues yearly from members and give them to the Treasurer. Membership Committee shall keep accurate count of

the attendance at meetings, introduce guests and new members, or see that the President has the list for introductions.

C. Nominating Committee shall consist of three (3) members. The President shall appoint a Chairman at the September meeting and two (2) additional members shall be selected by the Executive Committee. The Committee shall present the official ballot at the October meeting.

D. Program Chairman shall be responsible for the summer picnic, the year-end holiday luncheon and programs for the monthly meetings.

E. Sunshine Committee shall extend appropriate courtesies of the organization as the occasion dictates. On the event of the death of a member, a donation of twenty-five dollars (\$25) shall be sent to the charity of the family's choice.

F. Trip Committee shall coordinate trips taken by the organization.

Article VIII

Elections

Section I

Consent to serve if elected must be obtained from each candidate

Section II

Election shall take place at the November meeting with nominations from the floor permitted.

Section III

Election shall be by ballot, only if two candidates are running for the same office. If there is but one nominee for each office, there may be a motion to direct the Secretary to cast the elective ballot for each candidate.

Section IV

Vacancies occurring among officers shall be filled by the vote of the Executive Committee, those so elected serving until the next regular election. The office of the President shall be filled by the Vice-President.

Article IX
Parliamentary Authority

The rules contained in the current edition of “Robert’s Rules of Order, Newly Revised” shall govern the organization in all cases to which they are applicable and in which they are not inconsistent with these By-Laws and any special rules of order the organization may adopt.

Article X
Amendments

These By-Laws may be amended at any regular meeting by two-thirds vote of members present, providing the amendment has been submitted in writing and read at the previous regular meeting.

Article XI
Standing Rules

- A. A committee shall be appointed every three years by the President to review and/or revise or amend these By-Laws.
- B. Members’ personal information such as addresses, email addresses and telephone numbers shall not be made available to outside interests.
- C. Meeting shall be held monthly at a location and time determined by the Executive Committee

December 8, 2022