

**BYLAWS OF  
QUAD CITY SINGLES**

## **Article 1 Purpose and Place of Business**

**Section 1 Name:** The name of this club is Quad City Singles 40 Plus.

**Section 2 Purpose:** The purpose for which the Quad City Singles 40 Plus club is organized is to provide single men and women age forty (40) and older with opportunities to enhance their lives through social, cultural and community events. The club is dedicated to providing a positive environment for singles to create interpersonal relationships and enjoy life to its fullest.

**Section 3 Principal Place of Business:** The principal place of business of the club shall be located at the place fixed by the Board of Directors.

## **Article 2 Members**

**Section 1 Member Qualifications:** Eligibility shall be limited to individuals who are single (widowed, divorced or never married) and who are forty years of age and older. Membership will be activated upon the receipt of dues and membership form submitted.

**Section 2 Dues:** The amount of dues and period of benefits shall be fixed by the Organization's Board of Directors.

**Section 3 Termination of Membership:** Membership can be terminated due to any of these reasons:

- A. Ineligible membership due to non-single status
- B. Unpaid dues
- C. Written resignation
- D. Repeated violations of club policies
- E. Unlawful behavior or activity
- F. Egregious behavior or activity

**Section 4 Place of Membership Meetings:** The Board of Directors may designate any place within the Quad City area as the place for the Annual Meeting, or any special meeting of the members.

**Section 5 Annual Meetings:** The Annual Meeting of the club shall be held in January of each year for the purpose of electing directors and for the transaction of such other business as may come before the meeting. The date, time and place of such Annual Meeting shall be determined by the Board of Directors by the November Board Meeting.

**Section 6 Quorum:** A membership quorum at the annual or special membership meetings shall be constituted of those members present at any meeting called with 30 days advance notice by email, written mail or public notice.

**Section 7 Vote Required for Membership Action:** The affirmative vote of a majority of the members present at a meeting shall be required and shall be sufficient to adopt any motion or resolution or take any action at any meeting of members.

**Section 8 Membership Voting Rights:** Each member whose dues are paid shall be a member in good standing and shall be entitled to one vote.

**Section 9 Organization:** The President or Vice-President of the Board of Directors shall preside at each meeting of the members. If the President and Vice-President are absent, the Board shall appoint a temporary chair person.

**Section 10 Rules and Order of Business:** Meetings of the members shall be conducted in accordance with Robert's Rules of Order.

- A. Introduce new members
- B. Determination of attendance and quorum
- C. Action upon the minutes of the preceding meeting and other unapproved minutes
- D. Reports of officers and committees
- E. Election of Directors at the Annual Meeting
- F. Unfinished business
- G. New business
- H. Adjournment

### **Article 3 Board of Directors**

**Section 1 General Powers:** The business and officers of the Club shall be managed by the Board of Directors.

**Section 2 Composition of Board of Directors:** The governing body of the Board of Directors shall consist of the following of which any can be combined:

- A. President: The President shall be the principal executive officer of the club and is subject to the control of the Board of Directors. The purpose of the President's post is to facilitate the smooth flow of the operations and expedite activities and decisions across the Quad City Singles 40 Plus club.
- B. Vice-President: The Vice- President shall, in the absence of the President, perform the duties and exercise the powers of the President and shall have any other duties and powers prescribed by the Board of Directors or the President.

- C. Secretary: The purpose of the Secretary is to take minutes of official meetings and to maintain organization records, minutes, and other records as necessary.
- D. Treasurer: The purpose of the Treasurer is to have charge of or oversight of all funds belonging to the organization and to keep accurate records of all receipts and disbursements.
- E. Communication Director– The purpose of this position is to facilitate, manage, and communicate within the club.
- F. Membership Director - The purpose of this position is to manage all membership records.
- G. IT Director – The purpose of this position is to work with the web master to have a secure website for Quad City Singles 40 Plus club. To maintain and monitor any other social media site as determined by the Board.
- H. Activities Director – The purpose of this position is to coordinate the activities and to develop events that meet the needs of those groups within the membership of Quad City Singles 40 Plus
- I. Other Director – To be created by the board when needed

**Section 3 Number of Directors:** The total number of Directors shall by no less than 7.

**Section 4 Terms of Directors:** Each Director elected at the Annual Meeting of the Organization shall serve for a term of three years. At the end of the term the Director is eligible for re-election at the annual membership meeting.

**Section 5 Vacancies:** In the event a member of the Board of Directors is unable for any reason to fulfill his or her term, the members of the Board of Directors shall select a successor by a majority vote to fill the balance of the year. An open directorship will be voted on at the Annual Meeting for the balance of the vacated term.

**Section 6 Removal of Directors:** It is the duty of all Directors to attend regularly scheduled meetings of the Board of Directors. The failure of any elected Director to participate in three (3) scheduled meetings in a calendar year may constitute his or her removal from the Board of Directors. The position shall be declared vacant and will be filled as directed in Section 5.

If any officer or director binds the Quad City Singles 40 Plus to financial commitments without the authorization of the Board Members, he or she invites the Board to begin proceedings for removal from the Quad City Singles 40 Plus and possible legal action

**Section 7 Place of Board Meetings:** Any meeting of the Board of Directors may be held any place determined by the Board of Directors.

**Section 8 Regular Meetings:** Regular meetings of the Board of Directors are open to the general membership and will be held at a time and place fixed by the Board of Directors. Notice will be published in the newsletter and listed on the website.

**Section 9 Executive Session:** All board meetings are open to the members except when the board votes to go into executive session. Executive sessions are invoked only when matters involving individuals are to be considered, and are confidential and for discussion only.

**Section 10 Special Meetings:** Special meetings of the Board of Directors may be called by any member on the Board. Notice must be given to all board members.

**Section 11 Quorum:** A majority of the number of Directors shall constitute a quorum at any meeting of the Board of Directors.

**Section 12 Vote Required for Board Action:** The affirmative vote of a majority of the Directors participating at a meeting at which a quorum is present shall be required and sufficient to adopt any motion or resolution or take any action at any meeting of the Board of Directors.

**Section 13 Director's Voting Rights:** Each Director may vote on any question at any meeting of the Board of Directors. When a motion is of direct personal or monetary interest to director and to no one else, the director shall abstain from voting.

**Section 14 Organization:** The President or Vice-President shall preside at each meeting of the Board of Directors. If the President and Vice- President are absent, the Board of Directors shall appoint a temporary chairperson to preside at the meeting.

**Section 15 Rules and order of Business:** Meetings of the Board of Directors shall be conducted in accordance with Robert's Rules of Order.

- A. Introduce new members
- B. Determination of attendance and quorum
- C. Action upon the minutes of the preceding meeting and other unapproved minutes
- D. Reports of officers and committees
- E. Election of Directors at the Annual Meeting
- F. Unfinished business
- G. New business
- H. Adjournment

## Articles 4 Officers

**Section 1 Election of Appointment of Officers:** At the first meeting of the Board of Directors after the Annual Meeting the Officers shall be elected.

**Section 2 Eligibility and Limitation:** To be eligible to serve as the President, a person must serve as a director for one year.

**Section 3 Duties and Powers of Officers:** The Board of Directors at any time may change, add to or limit, transfer to another officer or abolish any or all of the duties and powers of any officer.

## Article 5 General Provisions

**Section 1 Fiscal Year:** The fiscal year shall begin January 1 and end December 31.

**Section 2 Borrowing:** No money shall be borrowed on behalf of the Organization and no evidence of indebtedness shall be issued in its name unless authorized by the Board of Directors.

**Section 3 Checks and Drafts:** All checks and drafts issued in the name of the Organization shall require one signature. Any check over \$500.00 will require two signatures. The Treasurer and at least two other persons shall be authorized as signatories.

**Section 4 Limited Examination:** The Board shall appoint an audit committee consisting of three or more qualified members who will perform an annual audit to be completed by the April Board Meeting. Signatories are not eligible to be on this committee. Volunteers who contact board should be allowed to be on the committee.

**Section 5 Special (select or ad hoc) Committees:** These are created to perform a specific task and are dissolved upon completion of the task. These committees have two functions: to investigate and to carry out. The latter may be smaller, if separate.

## Article 6 Amendment to Bylaws

**Section 1. Amendments:** The club reserves the right from time to time to amend these Bylaws.

**Section 2 Procedure to Amend:** Any amendment of these Bylaws may be adopted at any meeting of the Board of Directors by a majority vote where a quorum is present and advance notice was given to the board members. Notice of changes to the Bylaws will

be sent to all members 30 days prior to the membership meeting. The amended Bylaws are then ratified by the majority of the membership at the membership meeting.

### **Article 7 Dissolution**

The Quad City Singles 40 Plus shall use its funds only to accomplish the objectives and purposes specified in these Bylaws.

In the event of dissolution of the Quad City Singles 40 Plus, whether voluntary or involuntary, the assets of Quad City Singles 40 Plus after the payment of all debts and obligations of Quad City Singles 40 Plus, and payment for maintaining the official address of Quad City Singles 40 Plus, for one year from the date of dissolution, go to charity(s) of the Board's choice.