

# FRIENDS OF SCENTRAL BARK COMMUNITY PARK BYLAWS

## ARTICLE I. NAME & PURPOSE

### Section 1 - Name

This organization shall be known as Friend's of Scentrail Bark Community Park (FSBCP).

### Section 2 - Purpose

FSBCP is a nonprofit and tax-exempt organization committed to assisting the people of Wisconsin Rapids, Grand Rapids and the surrounding areas with sustaining a local dog park. FSBCP believes that the existence of a local dog park is a vital community asset and must be well-maintained and operated so that dogs and their humans can experience a clean, safe and vibrant environment.

## ARTICLE II. MEMBERSHIP

### Section 1 - Membership Eligibility

The membership of the FSBCP is open to all persons who are current on their dues, if any have been established. Membership shall be provided on an individual, co-resident or household basis. A household membership consists of 3 or more individuals in the same household. Each member over the age of 16 is eligible to 1 vote during voting proceedings.

### Section 2 - Membership Dues

Membership dues, if any have been established, must be paid annually and shall not exceed the following:

- \$25 for individual
- \$40 for co-residents
- \$60 for a household of 3. \$10 additional for each member beyond 3.

### Section 3 - Membership Benefits

Membership benefits shall consist of the following:

- Any active member may participate in voting proceedings at a meeting of the members.
- Any active member who has been a member of FSBCP for a minimum of 1 year shall be eligible to be elected to a vacant position on the Board of Directors.
- Any active member may elect an eligible member to the Board of Directors.
- Any active member may chair an FSBCP committee.

- Any additional benefits as determined by the Board of Directors

## Section 4 - Changes to Membership

The board shall have the authority to modify the established membership dues as deemed appropriate. The board shall also have the authority to establish and define additional forms of membership.

## Section 5 - Member Online Presence

Being a member of FSBCP shall not require a social media or online presence. Each member, regardless of membership level, may use their own discretion regarding their personal activity and visibility online.

# ARTICLE III. BOARD OF DIRECTORS

## Section 1 - Board Role, Size and Duties

The Board of Directors shall be responsible for overall policy and direction of the FSBCP. The Board shall consist of 7 officer seats elected by a 2/3 majority of voting members. Board members shall receive no compensation.

### President

The board president shall lead the organization in strategic planning. In consultation with board members, the board president shall set short- and long-term goals to ensure the organization is mission-centered and outcome-oriented. The president shall also schedule and lead meetings of the members and board meetings; which shall include, but not be limited to, the creation of an agenda that encompasses all active committees. The president shall also fill in for the board speaker when necessary.

### Vice-President

The vice-president shall carry out special assignments as requested by the board president and fill in for the president when necessary. Additionally the vice-president shall be responsible for ensuring that all active committees are meeting their outlined goals.

### Secretary

The Secretary shall be the official keeper of the records. It shall be the Secretary's responsibility to make sure that all meeting minutes are distributed to the Board of Directors, members of FSBCP, and the public. Additionally, the Secretary shall be responsible for general administrative duties of FSBCP as deemed necessary by the Board.

### Treasurer

The Treasurer shall be responsible for the integrity of the fiscal affairs of FSBCP. This includes managing the budget, chairing any financial or fundraising committees and any other actions deemed necessary for the fiscal responsibility of the organization.

### Speaker

The speaker shall be the primary representative of FSBCP when working with external organizations and the public. This includes, but is not limited to, meetings with the city or county, social media presence, and community events.

### Board Members at Large

The board shall consist of 2 Board Members at Large. The Board Members at Large shall be responsible for representing the voice of the Board of Directors and be the liaison with all members of FSBCP. Additionally, a Board Member at Large shall fill roles and responsibilities necessary to further the goals of FSBCP.

## Section 2 - Vacancies

When a vacancy on the Board exists, nominations for new members may be given by from active members of FSBCP and received by the Secretary. These nominations shall be circulated among members in advance of a meeting of the members, and shall be voted upon by all present members at a meeting of the members. A new 2 year term will begin upon election to the board for the elected member.

## Section 3 - Terms

Terms of a board member shall be 2 years. At the end of a board member's term, they may be re-elected to serve an additional 2 year term. There is no limit to the number of terms a board member may serve.

## Section 4 - Resignation and Removal

Resignation from the Board shall be in writing and received by the Secretary. A Board member may be removed for violating FSBCP Bylaws by a 2/3 majority vote at a meeting of the members.

## Section 5 - Board Meetings

The president may call a board meeting as deemed necessary and appropriate to discuss and vote on executive decisions. If such a meeting is called, all board members shall be present and proceedings must be made available to the public. Any executive decision made by the Board of Directors shall pass by a 2/3 majority vote.

## Section 6 - Internet Requirements

All Board members who currently do not have access to the Internet, including email, shall obtain such access before election to a new term on the Board of Directors. Individuals without access to the Internet, including email, shall be ineligible to be nominated for membership on the Board of Directors.

## ARTICLE IV. MEETINGS & NOTICES

### Section 1 - Scheduling of Meetings

The President shall schedule meetings of the members or board meetings as deemed appropriate by the president or by request of members or board members. Notices of scheduled meetings shall be made available a minimum of 48 hours before the scheduled meeting time via the organizational web page and electronic mail delivery to members with a registered address.

### Section 2 - Member Quorum

When a meeting of members is in session, the presence of a member quorum shall be determined by the attendance of at least 3 members that are not board members.

### Section 3 - Adjourn Meetings

A majority of Board members present, whether or not a quorum is present, may adjourn any meeting to another place and time.

### Section 4 - Meeting Minutes

All notices of meetings and meeting minutes shall be distributed to members by the Secretary via online postings, email or mail; whichever is the preference of the member.

### Section 5 - Meeting Organization

All meetings shall be conducted according to Robert's Rules of Order.

## ARTICLE V. COMMITTEES

### Section 1 - Standing Committees

FSBCP shall consist of 3 standing committees: grounds, fundraising and community outreach. Each committee shall be chaired by an active member and may consist of any number of volunteers and members.

## Section 2 - Committee Chairs

The chair of a committee shall be nominated and elected by a 2/3 majority vote at a meeting of the members.

## Section 3 - Additional Committees

Additional committees may be formed as needed to accomplish special projects and goals of FSBCP.

# ARTICLE VI. AMENDMENTS

## Section 1

These Bylaws may be amended when necessary by a 2/3 majority vote at a meeting of the members. Proposed amendments must be circulated to all members before approval. Bylaws shall be reviewed upon election of a new board member to the Board of Directors.

# ARTICLE VII. DISSOLUTION

## Section 1

Upon the dissolution of the corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.