

BYLAWS

Article I: Name, Board Membership, and Responsibilities

The name of this organization is the Crenshaw Community Park Board. The park is located in the Crenshaw Community of Wetumpka, Alabama.

The Board is comprised of five members. The County Commissions of Elmore County shall appoint all members. Each term shall be for a period of four years. Vacancies are filled in the manner by which members are regularly named and are filled for the remainder of the unexpired term.

A board member can be removed only by a majority vote of the appointing authority and only upon a showing of good cause. Board members wishing to resign before the appointed term is completed must send a letter of resignation to the appointing body.

Board members serve without compensation.

Article II: Meetings, Officers

The Board shall meet quarterly on the first Tuesday of September, December, March, and June at 4:00 p.m. at the Elmore County Courthouse. The annual meeting will be held in September for the purpose of electing officers.

A quorum of the Board consists of three members.

The Board will abide by Robert's Rules of Order, latest revision, and it shall govern the proceedings of the board and of its committees to the extent applicable.

Special meetings may be held at any time when called by the Chairperson or at the request of two members. All members must be notified at least 48

hours in advance of a special meeting. Only items on the announced agenda may be considered at a special meeting.

Article III: Officers and Duties

The officers of the board shall be a Chairperson, Vice Chairperson, and Secretary-Treasurer.

Officers are elected every two years at the regular September board meeting and shall take office in October to serve for one term. There is no limit to the number of terms an officer may serve.

The Chairperson shall preside at all meetings, appoint all committees, authorize calls for special meetings, and perform the duties of presiding officer. The Chairperson will serve as ex officio member of all committees except the nominating committee. The Chairperson will notify the appropriate governing body of any vacancy as it occurs.

The Vice-Chairperson will preside at meetings when the Chairperson is absent. If the Chairperson resigns or is removed from office, the Vice-Chairperson assumes at he office of Chairperson until the next regular election of officers in September.

The Secretary-Treasurer will keep an accurate record of all proceedings of the Board meetings, have custody of the minutes, maintain the attendance record, and will serve as chairperson of the Finance Committee.

The Board may function as a committee of the whole without appointment of standing committees.

Article IV: Order of Business for a Regular Meeting

Parliamentary procedure is the accepted method of conducting business, which allows everyone to be heard as part of an orderly process. Robert's Rules of Order, Newly Revised is normally used as the basis for parliamentary procedure.

The order of business for each regular meeting of the Board shall include the following, but not necessarily in the order listed:

Call to order

Prayer

Roll call

Minutes of the previous meeting

Correspondence to the Board

Recognition of visitors

Unfinished business

New business

Remarks

Adjournment