

Newcomers of Catawba Valley

BY-LAWS

ARTICLE I -- NAME

The name of this organization shall be the Newcomers of Catawba Valley, a 501 (C) (7) tax-exempt organization, located in Hickory, North Carolina.

ARTICLE II – MISSION STATEMENT

Newcomers of Catawba Valley will provide opportunities for anyone in the Catawba Valley to meet new people, join activities, share common interests and make positive contributions to the community.

ARTICLE III – MEMBERSHIP

A. Active Member

1. Individuals eligible for membership are those who reside in the Catawba Valley.
2. Dues current
 - a. The fiscal year shall begin April 1 and end March 31.
 - b. The annual dues shall be determined by the Board of Directors (henceforth known as “The Board”) each year. Notice of the annual dues will be provided to the membership. New members joining between the mid-year mark (October 1 and December 31) shall pay one-half of the annual dues. New members joining after January 1 shall pay full dues for full membership privileges to carry them through the next full fiscal year.
 - c. Dues are payable to the Treasurer no later than the last day of the current fiscal year. Members who have not paid dues by the first day of each fiscal year will lose the benefits of membership. The benefits of membership are:
 - (1) Eligible to elect members of The Board, hold office, chair committees and/or approve budgets and By-Laws;
 - (2) Eligible to be listed in the annual directory;
 - (3) Eligible to have access to the website’s log-in and password information for restricted areas;
 - (4) Eligible to be notified of all events, meetings and informational items;
 - (5) Eligible to attend Newcomer activities.
3. Membership information will be compiled and maintained by individuals designated by The Board.

B. Prospective New Members

1. A prospective new member of the Newcomers organization should support the objectives of the Mission Statement of Newcomers.
2. All prospective new members are welcome to attend any event for a period of one month from attending their first event. The monthly General Meetings shall not count as an event.

ARTICLE IV – OFFICERS AND BOARD OF DIRECTORS

- A. The officers shall consist of President, Vice President, Secretary, Treasurer, and the immediate Past President.
- B. The Board shall consist of the Officers and four (4) Directors who are elected from the active membership.
- C. The Board shall monitor and direct all organizational matters and funds and shall:
 1. Annually review the financial records required by tax status;

2. Approve annual budget and distribute it to Active members (See Article III.A.2.c.(1).);
 3. Fill vacancies on The Board until the next election cycle;
 4. Have a quorum of five (5) members present at meetings to vote;
 5. Not engage in activities that conflict with the mission statement;
 6. Assign ongoing responsibilities to maintain/grow the organization relative to membership.
- D. Outgoing Officers shall transfer detailed records to and train new Officers/Directors.
- E. Any member of The Board may be removed from office at a Special Membership meeting with a minimum of a two-thirds vote of members present, provided the membership has been notified in writing at least 30 days prior to the meeting.

ARTICLE V – DUTIES OF OFFICERS AND DIRECTORS

- A. The President shall be responsible for performing duties that are needed, such as:
1. Preside at all Board and General Meetings;
 2. Ensure annual review of financial records;
 3. Serve as ex-officio member of all committees except Nominating Committee;
 4. Create committees that reflect member interest and appoint their chairpersons.
- B. The Vice President shall:
1. Perform duties of President in the event of absence;
 2. Assist the President in the performance of duties of that office;
- C. The Secretary shall:
1. Keep minutes of the meetings and write letters for the organization;
 2. Prepare and distribute newsletter.
- D. The Treasurer shall:
1. Keep an itemized account of all income and expenditures and pay all bills authorized by the approved budget;
 2. Prepare an annual budget for review and approval by The Board;
 3. Prepare a monthly report for The Board.
- E. Past-President shall:
1. Act as a voting ex-officio member of The Board for the year after a completed term as President;
 2. Act in an advisory capacity.
- F. Directors shall:
1. Lead projects as determined by The Board. The four Director positions are:
 - a. Publicity;
 - b. Activities;
 - c. Programs;
 - d. Ad Hoc.
 2. Attend Board and General Meetings.

ARTICLE VI – ELECTIONS AND TERMS OF OFFICE

- A. The Board of Directors shall appoint a Nominating Committee in November to develop a slate of candidates who have agreed to run for office. The Nominating Committee shall consist of active members. The slate shall be presented to The Board at the January Board Meeting.
- B. Annual elections for Directors and Officers shall be held at the March General Meeting. Notice of the March General Meeting must be sent to all members between 30 and 60 days before the meeting.
1. Nominations shall be taken from the floor;
 2. Voting shall be held using a paper ballot;

3. Votes shall be tallied by using a simple majority of members attending the General Meeting.
4. Members are entitled to only one vote per paid membership.
- C. Newly-elected officers/directors shall assume office April 1.
- D. All officers/directors shall serve for a term of one year (April 1 – March 31) and may be re-elected to current office or elected to another office.
- E. During the term of an individual Officer/Director, only one person from each paid membership may be a Board Member.

ARTICLE VII – MEETINGS

- A. General meetings shall be held each month unless otherwise called by The Board. All General Meetings shall be open to the public.
- B. Special meetings may be called by the President, or by the written request of one fourth of the members of the organization, with an agenda provided. Special Meetings shall be open to the general membership only.
- C. Board meetings shall be held monthly to plan for the upcoming General meeting. Board Meetings are open to all members.

ARTICLE VIII – AMENDMENTS

By-Laws may be adopted, amended or repealed at any General meeting by a two-thirds vote of members present (not to exceed one vote per paid membership), provided the membership has been notified of the proposed change in writing prior to the meeting.

ARTICLE IX – RULES OF ORDER

Robert's Rules of Order, Revised, shall govern this organization in all parliamentary procedures to the extent they are not inconsistent with these By-Laws.

ARTICLE X – DISSOLUTION

Upon dissolution of this organization, all its assets will be distributed to one or more entities then qualified as tax exempt under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended. The selection of an entity or entities will be agreed upon by a two-thirds vote of the membership attending a General meeting.

ARTICLE XI - STANDING RULES

- A. The Newcomers of Catawba Valley is not affiliated with any other organization or business.
- B. The membership directory is not to be used for any activity other than for organizational activities.
- C. Any violation of this policy should be promptly reported to any member of The Board.

Adopted February 1986
Revised September 1998
Revised May 2002
Revised March 14, 2007
Revised November 10, 2010
Revised September 14, 2011
Revised July 8, 2015
Revised April 13, 2016