

THE PITTSBURGH THREE RIVERS CLUB OF THE VILLAGES, FL

BY-LAWS

Article I: Name and Office

- A. The name of the organization shall be The Pittsburgh Three Rivers Club of the Villages, FL
- B. The principal meeting place of the club shall be located in The Villages, FL

Article II: Purpose

- A. The club shall promote social interaction through entertainment and activities.
- B. It shall be a 'not for profit' club for the pleasure of our membership.

Article III: Membership

- A. Membership shall be available to any Village resident (i.e. who possess a current Green or Blue Villages ID card) who has lived in Pittsburgh or its surrounding areas, or is married to, coupled with, or residing with a Village resident who meets the aforementioned requirement.
- B. Membership numbers will be limited. Those wishing to be considered for membership must submit their request to be on the club waitlist for consideration. The Pittsburgh Three Rivers Club Board will determine the exact number of members each year. The year is defined to be from September 1 through May 31st.
- C. Membership dues are to be paid annually prior to mid-June for the upcoming year. Dues will be \$10 per person per year. Those who have not paid their dues by this date for the upcoming year will be removed from the membership roster and no longer be members.
- D. Any change in the amount of dues shall be proposed by the officers and voted on by the members.
- E. Each member shall be entitled to one vote on matters that come before the membership.
- F. Only members shall be eligible to participate in Club functions unless a function is opened to the public as determined by The Pittsburgh Three Rivers Club Board.

Article IV: Officers

- A. The Pittsburgh Three Rivers Club Board shall consist of all the following Officers noted in B below.
- B. Officers will consist of a President, Vice-President (s), Secretary/Website Director, Treasurer, Membership/Tickets Sales Director and Entertainment Director. Elected officers must be members and will serve a two-year term, beginning June 1. Elected officers may serve for more than one term.
- C. The President shall preside at all meetings of the club.
- D. The Vice-President shall preside at all meetings in the absence of the President of the club and is responsible for any food and meeting setups that will be incorporated with the club meeting

events.

- E. The Secretary/Website Director shall record and maintain minutes of all business meetings and communicating to all the members related to club activities and club business through email and/or the club website.
- F. The Treasurer shall maintain all club funds and prepare a monthly report showing receipts, disbursements and current balance. The Treasurer shall pay all bills and prepare a year-end financial statement available to the membership.
- G. The Membership/Ticket Sales Director shall maintain a list of all members and provide a means of communicating to all the members related to membership and ticket sales.
- H. The Entertainment Director is tasked with planning, arranging and providing various entertainments for the monthly meetings with approval from the President.
- I. An independent committee/person appointed by the President shall audit The Treasurer's books at the end of each club year. It shall not include any current officers. A report of the audit must be presented to the Three Rivers Club Board and made available to the club members by the second meeting of the new-year.
- J. The Pittsburgh Three Rivers Club Board may select chairpersons to help run club functions such as, but not limited to, Entertainment/Social Activities, Trips, 50/50 Drawings, Publicity, golf, etc.
- K. Any Officer who is absent from three (3) consecutive board and/or general meetings without a valid reason as determined by The Three Rivers Club Board shall be considered to have submitted his/her resignation and will be removed from office.
- L. It shall be the responsibility of Committee Chairpersons to disseminate information to and make arrangements with members of the committee relative to all functions of that committee.
- M. Should an officer resign or otherwise be unable to continue to serve during the year, the Pittsburgh Three Rivers Club Board shall appoint a club member to assume the office temporarily and to be permanently voted on by the membership at the next general meeting.

Article V: Meetings

- A. Regular meetings of the membership shall be held on the third Thursday of each month in the Parlor Room of Colony Cottage Recreation Center, unless designated otherwise by The Pittsburgh Three Rivers Club Board.
- B. Meetings of the membership shall be conducted in a business-like and orderly manner.
- C. Special meetings of the general membership may be called by the President with the approval of the Pittsburgh Three Rivers Club Board, providing reasonable effort is made to advise the membership by electronic mail or public media.
- D. Club meetings and functions are not intended for use as forums for commercial or political intention.

Article VI: Elections

- A. Members will be notified in March/April of the upcoming elections in April/May. Anyone interested in running for an office should notify The Pittsburgh Three Rivers Club President by email no later than one week prior to the meeting election. If needed, The Pittsburgh Three Rivers Club Board shall appoint a Nominating Committee. The Pittsburgh Three Rivers Club Board will present the slate at the general monthly club meeting. Voting by acclamation will be accepted if the Nominating Committee's slate of candidates is unopposed. Otherwise, if there are positions that are being contested, voting will be held by written ballot.

- B. Individuals nominated for office must be present or agree in writing that they are willing to serve.
- C. The elected officers will start their terms June 1.

Article VII: Receipts and Expenditures

- A. Receipts of the club shall be used by the club to pay expenses incurred for regular operation of the club and for no other purpose.
- B. The Pittsburgh Three Rivers Club Board shall approve overall contracts and plans entered into on behalf of the club. The President shall have signature authority for entering into contracts on behalf of the club. The President, with the overall review of The Pittsburgh Three Rivers Club Board, shall authorize expenditure limits. The Treasurer will provide oversight on all expenditures and provide financial reporting to the Pittsburgh Three Rivers Club Board.

Article VIII: Revisions of the By-Laws

- A. These By-laws may be revised by amendment and by majority vote of the Pittsburgh Three Rivers Club Board
- B. Nothing in the By-Laws shall be construed as a promise of specific expectations of performance.

Article IX: Activities and Standing Committees

- A. The President shall establish committees as necessary.
- B. The Pittsburgh Three Rivers Club Board should be ongoing throughout the term. Others may be seasonal or as interest dictates.

Article X: Indemnification and Liability

- A. No individual member or officer of the club shall be liable for debts, liabilities or obligations of the club.