

THE MARCELLA COMMUNITY CLUB
BY-LAWS
REVISED OCTOBER 3, 2014

ARTICLE I

SECTION 1 THIS CLUB SHALL BE KNOWN AS THE MARCELLA COMMUNITY CLUB.

SECTION 2 THE OFFICERS OF THE CLUB ARE SET FORTH IN THE CONSTITUTION.

ARTICLE II

SECTION 1 THE GOVERNMENT AND MANAGEMENT OF THE CLUB IS INSTRUCTED TO AN EXECUTIVE COMMITTEE AS SET FORTH IN THE CONSTITUTION.

SECTION 2 THE EXECUTIVE COMMITTEE SHALL CONSIST OF 3 TRUSTEES AND THE OFFICERS ELECTED ANNUALLY.

SECTION 3 ALL VACANCIES EXISTING IN THE CLUB OF ANY OFFICE FROM ANY CAUSE OTHER THAN EXPIRATION OF TERM, SHALL BE FILLED BY ELECTION AS OUTLINED BY ARTICLE IV, SEC. 5 OF THE PREAMBLE.

SECTION 4 IF AN OFFICER IS ABSENT THREE CONSECUTIVE REGULAR MEETINGS WITHOUT JUSTIFICATION, THE OFFICE SHALL BE DECLARED VACANT AND FILLED BY ELECTION OUTLINED BY ARTICLE IV, SEC. 5 OF THE PREAMBLE.

ARTICLE III

EXECUTIVE COMMITTEE

SECTION 1 THE EXECUTIVE COMMITTEE SHALL MEET FOR ORGANIZATION AND SUCH OTHER MATTERS AS MAY COME BEFORE IT AT THE CALL OF THE PRESIDENT (FIVE MEMBERS WILL BE A QUORUM).

ARTICLE IV

DUTIES OF OFFICERS

SECTION 1 IT SHALL BE THE DUTY OF THE PRESIDENT TO BE PRESENT AT ALL MEETINGS AND TO HAVE GENERAL SUPERVISION OVER THE BUSINESS AND AFFAIRS OF THE CLUB. HE OR SHE WILL PROVIDE A COMPLETE REPORT COVERING THE BUSINESS OF THE YEAR AND

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RECOMMENDATIONS FOR THE COMING YEAR.

SECTION 2 IT SHALL BE THE DUTY OF THE VICE PRESIDENT TO ACT AS A REPRESENTATIVE FOR THE PRESIDENT AND AT THE PRESIDENT'S REQUEST, PRESIDE OVER MEETINGS AND ALL MATTERS TO BE REFERRED TO HIM.

SECTION 2A THE VICE PRESIDENT WILL BE IN CHARGE OF HOUSE, GROUNDS, MAINTENANCE AND PROPERTY.

SECTION 3 THE RECORDING SECRETARY SHALL HAVE CHARGE OF AND KEEP A CORRECT AND FULL REPORT OF ALL PROCEEDINGS OF CLUB MEETINGS AND ALL EXECUTIVE MEETINGS.

SECTION 4 THE TREASURER SHALL HAVE CHARGE OF ALL FINANCES AND DEPOSITS IN LOCAL BANK AND SHALL REPORT ONCE A MONTH CONCERNING CONDITIONS OF FINANCES. THE TREASURE SHALL ALSO PREPARE AN ANNUAL ESTIMATED FINANCIAL REPORT FOR THE COMING YEAR. THE TREASURER SHALL COLLECT AND RECEIVE ALL DUES AND MAINTIAN A RECORD OF STATUS OF MEMBERSHIP.

ARTICLE IV

OFFICERS (CONTINUED)

SECTION 5 THE CORRESPONDING SECRETARY SHALL HAVE CHARGE OF ALL CORRESPONDENCE OF THE CLUB, AND MAINTAIN A RECORD OF STATUS OF MEMBERSHIP.

SECTION 6 THE TRUSTEES SHALL HAVE CUSTODY OF ALL CLUB PROPERTY AND **ASSURE THE CLUB BOOKS ARE AUDITED ANNUALLY.**

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ARTICLE V

APPOINTMENTS

SECTION 1 THE PRESIDENT, UPON TAKING OFFICE EACH YEAR, SHALL APPOINT THE FOLLOWING COMMITTEES:

MEMBERSHIP MAINTENANCE & PROPERTY

SOCIAL AFFAIRS RENTAL OFFICER

PUBLICITY MUNICIPALITY LIAISON

KITCHEN BAR

RECREATION

SECTION 2 THE MEMBERSHIP COMMITTEE SHALL HAVE CHARGE OF ALL MATTERS PERTAINING TO MEMBERSHIP OF THE CLUB, INCLUDING THE PROCURING OF NEW MEMBERS.

SECTION 3 THE SOCIAL AFFAIRS COMMITTEE SHALL HAVE CHARGE OF ALL MATTERS PERTAINING TO THE CLUB PROMOTION OF CLUB ACTIVITIES, FUNCTIONS, EVENTS AND ARRANGEMENTS OF SOCIAL AFFAIRS.

ARTICLE V

APPOINTMENTS (CONTINUED)

SECTION 3A A VERBAL REQUEST MUST BE SUBMITTED FOR THE SOCIAL AFFAIRS COMMITTEE'S APPROVAL PRIOR TO ADVERTISING OR TICKET SALES FOR ANY FUNCTIONS SPONSORED BY MCC.

SECTION 4 THE PUBLICITY COMMITTEE SHALL HAVE CHARGE OF PROMOTION OF MEMBER/PUBLIC SUPPORT OF CLUB PROGRAMS BY THE ESTABLISHMENT OF PROPER ADVERTISEMENT (LOCAL PAPERS, RADIO, POSTERS, FLYERS, MOUNTAINEER, ETC.).

SECTION 5 THE KITCHEN COMMITTEE SHALL HAVE CHARGE OF ALL FOOD SERVED AT THE CLUB (EXCLUDING TICKETED FUNCTIONS), KEEP AN INVENTORY OF PAPER AND PANTRY SUPPLIES, AND ASSURE THE RENEWAL OF THE FOOD SERVICE LICENSES.

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- SECTION 6 MAINTENCE AND PROPERTY COMMITTEE IS RESONSIBLE FOR THE MAINTENANCE OF THE CLUB BUILDING AND PROPERTY.
- SECTION 7 THE RENTAL OFFICER HAS THE AUTHORITY TO DENY ANY RENTAL INAPPROPRIATE TO THE CLUB OR ITS LICENSES.
- SECTION 8 MUNICIPALITY LIAISON WILL BE AWARE OF SCHOOL AND GOVERNMENT ACTIVITIES OF INTEREST TO CLUB MEMBERS.
- SECTION 9 THE BAR COMMITTEE SHALL ASSURE THE RENEWAL OF THE CLUB LIQUOR LICENSE ANNUALLY AND SUPPLY BARTENDERS FOR FUNCTIONS/EVENTS WHEN NEEDED. BARTENDERS WILL STOCK THE BAR AFTER THEIR SHIFT.
- SECTION 10 THE RECREATION COMMITTEE SHALL OVER SEE ALL RECREATIONAL ACTIVITIES AT THE CLUB. COLLECT & SUBMIT TEAM ROSTER TO THE TREASURER OR CORRESPONDING SECRETARY TO VERIFY MEMBERSHIP.
- SECTION 11 ALL COMMITTEE CHAIRPERSONS MUST NOTIFY THE EXECUTIVE BOARD BEFORE PROCEEDING

ARTICLE VI

MEETINGS

- SECTION 1 THE REGULAR MEETING OF THE CLUB SHALL BE HELD AT THE CLUB ROOM OR OTHER DESIGNATED PLACE ON THE FIRST FRIDAY OF EACH MONTH, WHERE MAY BE TRANSACTED SUCH BUSINESS THAT MAY BE ADVISABLE BY THE OFFICERS.
- SECTION 2 THE ANNUAL MEETING AND NOMINATIONS OF OFFICERS SHALL BE HELD THE FIRST FRIDAY MEETING IN MAY WITH ELECTIONS BEING HELD AT THE FIRST FRIDAY MEETING IN JUNE.
- SECTION 3 THE CLUB PRESIDENT OR A MAJORITY OF THE EXECUTIVE COMMITTEE SHALL HAVE POWER TO CALL A SPECIAL MEETING OF THE CLUB AT ANY TIME.
- SECTION 4 UPON THE WRITTEN REQUEST OF FIVE MEMBERS, THE PRESIDENT SHALL CALL A SPECIAL MEETING.

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ARTICLE VI

MEETINGS (CONTINUED)

SECTION 5 SEVEN (7) GENERAL MEMBERS PLUS FIVE (5) MEMBERS OF THE EXECUTIVE BOARD SHALL CONSTITUTE A QUORUM.

ARTICLE VII

ANNUAL DUES

\$ 25.00 PER PERSON - 21 YEARS OF AGE AND OLDER

\$ 50.00 PER FAMILY – INCLUDES CHILDREN THRU 20 YEARS OF AGE \$
10.00 SENIOR CITIZENS – 62 YEARS OF AGE & OLDER.

\$ 10.00 ASSOCIATE MEMBER – ALL AGES

NEW MEMBERS MUST PAY DUES WITH THEIR APPLICATION.

SECTION 2 THE CLUB YEAR SHALL START IN JANUARY, NOTICE OF DUES WILL BE SENT OUT IN SEPTEMBER. DUES SHALL BE PAID IN OCTOBER, NOVEMBER OR DECEMBER. IF DUES ARE NOT PAID BY FEBRUARY 1ST VOTING PRIVILEGES ARE REVOKED.

ARTICLE VIII

DISPOSITION OF ASSETS

SECTION 1 UPON DISSOLUTION OF THE CORPORATION, THE BOARD OF TRUSTEES AND THE EXISTING OFFICERS SHALL, AFTER PAYING OR MAKING PROVISION FOR THE PAYMENT OF ALL THE LIABILITIES OF THE CORPORATION, DISPOSE OF THE REMAINING ASSETS OF THE CORPORATION EXCLUSIVELY FOR ONE OR MORE EXEMPT PURPOSES, WITHIN THE MEANING OF SECTION 501(C)(3) OF THE INTERNAL REVENUE CODE OF 1954 (OR THE CORRESPONDING PROVISION OF ANY FUTURE FEDERAL TAX CODE), OR SHALL DISTRIBUTE THE SAME TO A CHARITY OR INSTITUTION ESTABLISHED FOR THE GOOD OF THE PUBLIC.

THE CHARITY OR INSTITUTION IS TO BE VOTED ON BY MEMBERS IN GOOD STANDING FOR AT LEAST 5 YEARS. ANY SUCH ASSETS NOT SO DISPOSED OF SHALL BE DISPOSED OF BY ORDER OF THE SUPERIOR COURT OF NEW JERSEY IN THE JUDICIAL DISTRICT WHERE THE CORPORATION IS LOCATED, EXCLUSIVELY AS SAID COURT SHALL DETERMINE.

Previous Revisions: June 2011