

LEISURE ACRES COMPUTER GROUP

By-laws

Approved on December 14, 2000

Revised on March 26, 2009

Article 1 NAME

The official name of this club shall be the Leisure Acres Computer Group. The official acronym for the club shall be LACG.

Article 2 PURPOSE

The objective of the Leisure Acres Computer Group shall be to increase understanding and proficiency of its members in computer operations and technology assisting each other through problem solving and the exchange of ideas and other computer related activities of special interest to its' members.

Article 3 MEMBERSHIP

Any person residing in, or owner of a unit in the park, who so desires may become a member in good standing of the Leisure Acres Computer Group. A member in good standing defined:

1. Voluntary Contributions to Group funds
2. Attends meetings
3. Willingness to assist others and club

Article 4 OFFICERS

The officers of the Leisure Acres Computer Group shall consist of 3 persons: they shall decide which will be President, Secretary and Treasurer.

The officers shall be elected by a majority vote of the members present at a meeting in March of each year and take office immediately. All officers shall be eligible for re-election every year.

Article 5 OUTGOING PRESIDENT

Following the election of officers the outgoing president will become a non-voting member of the executive for one (1) year. This is to give continuance of knowledge and information.

Article 6 DUTIES OF THE PRESIDENT

The President shall preside over the business meetings of the Leisure Acres Computer Group and shall endeavor to promote the interest of the Group. The President shall represent the Group in all Leisure Acres Park activities unless he/she shall delegate an alternate, and appoint committees and/or others, as required, to promote the interest of the Group. Such committees and/or others shall serve until reappointed at the discretion of the President. The President shall be an ex-officio member of all committees except the Nominating Committee without voting power.

Article 7 DUTIES OF THE SECRETARY

He shall keep the records of all meetings and a current membership and mailing list. He shall also handle all correspondence, any filing of reports and notices within and outside the club. He can also delegate another person to do these duties

Article 8 DUTIES OF THE TREASURER

He shall maintain a Group "Petty Cash Fund", shall receive all Club income, pay all operating expenses and account for same retaining all receipts of income and disbursement. Any excessive balances on hand shall be discussed with the membership and handled as directed by the Executive Committee. Individual bills in excess of \$50.00 each shall also require membership approval. The Treasurer shall submit all records for audit 14 days prior to the group's annual business meeting and make all records available upon demand by the Executive Committee.

Article 9 OTHER DUTIES

All other duties will be carried out by any of the three officers after agreement by them.

1. Assume the duties of the President whenever that person is not in attendance or not able to act.
2. Setting up facilities and equipment for all meetings and at any special activity.
3. Handle all correspondence, any filing of reports and notices within and outside the club,

- except as may be specifically assigned to another.
4. Arranging and scheduling all in house learning activities.
 5. Arranging and scheduling all exterior programs brought in to the club.
 6. Register new members and maintain membership records.

If the officers see the need to appoint a person or persons for some specific tasks, they may do it. But this or these persons will have no voting power within the executive comity.

Article 10 DUTIES OF THE NOMINATING COMMITTEE

The Nominating Committee, as appointed by the President fourteen days (14) prior to election, shall consist of three (3) members. Their nominating report shall be presented to the membership at the time of election. Nominations shall also be received from the floor at the time of election.

Article 11 EXECUTIVE COMMITTEE

The Executive Committee shall consist of all three (3) elected Officers of the Group and the non-voting outgoing president.

Article 12 VACANCY OF OFFICERS

In case of an Officer vacancy, regardless of the reason, the remaining Officers can appoint a replacement to serve until the next election.

Article 13 DUES

A voluntary contribution in an amount determined by the club membership shall be established to cover expenses. Contributions will be accepted starting November 1st each year. All funds generated by the Group will be retained for the common good of the Group and held by the Treasurer under direction of the Executive Committee.

Article 14 MEETINGS

FOR ALL MEETINGS: Members have to be notified at least seven (7) days prior to a meeting by posting a notice on the bulletin board outside the clubhouse and/or by electronic mail. The time and place shall be designated by the officers. All official meetings shall be held between November 1st and March 31st.

BUSINESS MEETINGS At least one regular business meeting shall be held each year in the early part of March. A special business meeting may be called by any two (2) officers of the Executive Committee.

SPECIAL MEETINGS A special meeting of the Executive Committee may be called by any one of the elected Officers. A special meeting of the membership may be called by any two (2) officers of the Executive Committee.

REGULAR MEETINGS All other meetings for either learning, communications, programs and questions and answer sessions will be held at the officers' discretion.

Article 15 AMENDMENTS

These "By-Laws" may be amended by a two-thirds (2/3) vote of the members attending any business meeting of the Group, or special meeting called for that purpose. Members have to be notified of the proposed amendments at least fourteen (14) days prior to the vote on the amendments by posting a notice on the bulletin board inside the clubhouse and/or by electronic mail.

Article 16 ADDRESS

The mailing address shall be; Leisure Acres Computer Group (Secretary), 910 Leisure Acres Drive, Sebring, Florida 33870

These by-laws revised on March 26th, 2009 shall supersede all previous by-laws of the Leisure Acres Computer Group.