

## FRIENDS OF LITTLE SALT SPRING (FLSS)

### Rules/Regulations (Adopted 4/9/2012)

1. The **objectives** of the FLSS may be expanded to include additional sub-objectives by a majority vote of the Board of Directors as long as they fall within the guidelines of the broad objectives stated in the By-laws; otherwise, a by-law revision will be required. The Board of Directors may vote over the telephone or email if the telephone vote is confirmed via email.
2. **Membership categories and fees** Dues are to be used for administrative and operational purposes. Dues are not tax deductible. Dues may be changed by a recommendation from the Board and a majority approval by the members at a regular FLSS meeting
  - **FLSS year** The FLSS year shall coincide with the annual election of officers, which is in January. Dues are payable at time of Application and will be based on the calendar year. Dues paid in October, November, and December will be for the next calendar year
  - **Voting** Members must be present at a meeting of the membership in order to vote. There shall be no assignment of votes or absentee ballots. Individual, Business, and Corporate members have one vote per membership.
  - **Dues** Individual membership dues for the first member of a household shall be \$10. Additional individual member dues for members of the same household shall be \$5.
  - **Dues** Business membership is \$50. To vote and to qualify for a quorum a designee name shall be on file.
  - **Dues** Corporate membership is \$100. To vote and to qualify for a quorum a designee name shall be on file.
  - **Charter Membership** The FLSS will issue a charter certificates and maintain a list which will be kept in the permanent records of FLSS. Members who have paid the appropriate annual dues by 31 December 2012 will be listed on the FLSS Charter certificate as charter members. This FLSS charter list will be added to a listing of the first set of elected officers for the FLSS.
  - **Honorary membership** Honorary membership may be conferred by the Board, for not more than one year at a time, upon any person not a member of the association, who has rendered conspicuous service in the interest of the association as determined by the Board. Honorary members shall not be subject to payment of dues and will not have any of the voting privileges extended to members. Members who have been dropped for non-payment of dues may be reinstated by paying the current dues.
3. The positions of Recording Secretary and Treasurer may be combined to a single Recording Secretary / Treasurer position by a majority vote of the Board. The positions of Corresponding Secretary and Membership Director may be combined to a single Corresponding Secretary/Membership Director position by a majority vote of the Board.

4. Meetings of the FLSS or Board shall normally be held on Mondays. Notices for regular meetings of the FLSS shall be provided by written or e-mail notice 20 days in advance. Special meetings may be called with 10-day written or e-mail notice. Meetings to change the Bylaws or to elect new officers will require a 30-day written or e-mail notice.
5. Any person collecting monies for any activity of this FLSS shall be prepared at all times to make a full and complete accounting of the same to the President and the Board.
6. No member shall contract any bills in the name of the FLSS unless previously authorized by the Board or by the adopted budget.
7. When any account authorized by the Board or by an adopted budget is closed, any excess funds therein and a complete accounting shall be promptly turned over to the Treasurer.
8. The annual meeting of the FLSS, and election of officers, shall be held in January of each year. At this time, the final report of the Treasurer and the Auditor's report shall be given.
9. All official publications or notices of any nature issued by this FLSS shall have the prior approval of the President or the Board before being sent to members, governmental agencies or to the public.
10. The Board shall handle matters of discipline.
11. In the event of dissolution of the FLSS, all assets of the FLSS shall be assigned to the University of Miami or another non-profit organization. The decision to dissolve and how shall be made by a two-thirds vote of the present membership at the time of dissolution.
12. The rules and regulations may be changed by a majority vote of the Board members present at a meeting of the Board.