

Woodbine Civic League

PREAMBLE

The formation of this Civic League for all practical purposes and for good ends, usages and indeed for the future welfare of this neighborhood requires that their object should be well understood and faithfully set forth.

This Civic League assembled at Woodbine Tract in Norfolk, Virginia on the fifth day of October, 1987, with the residents of Woodbine from various homes deem it an act of duty which they owe themselves and their posterity to associate themselves together for a Civic League of effort and more extended action in behalf of their own rights and interests.

For the good of our Civic League we pledge ourselves to carry out the principles and ideas of our league.

CONSTITUTION

ARTICLE I

The name of this Civic League shall be called Woodbine Civic League herein referred to as "WCL".

ARTICLE II

Duration

The WCL shall not be dissolved so long as it is composed of ten (10) residents. This article shall not be subject to amendment.

ARTICLE III

Jurisdiction

The jurisdiction of this Civic League will embrace every resident in the Woodbine area. Bound on the east by the Elizabeth Wayside Park, west by the eastern branch of the Elizabeth River, north by Riverside Corporate Park, and south by the eastern branch of the Elizabeth River.

ARTICLE IV

Objects and Purposes

The objects and purposes of this Civic League shall include the following: to promote the best interests of its members and their families; to organize residents of Woodbine; to promote conditions for the betterment of all within its jurisdiction; to foster civic interest among its members; to unite with and assist other civic leagues in times of need; to publish literature to aid in the carrying out of objects; to carry out and enforce the provisions of its constitution; and do all the things necessary and proper, permitted by law, to carry out the foregoing objects and purposes.

ARTICLE V

Membership

All residents of Woodbine area 18 years or older are eligible for membership.

ARTICLE VI

Quorum

Eight (8) members shall constitute a quorum for the transaction of business at all meetings of the WCL.

ARTICLE VII

Officers

Section 1. The officers of the WCL shall be: a President, a Vice -President, a Treasurer, a Secretary, three Trustees and an Executive Board.

Section 2. All officers shall serve for a term of two (2) years.

Section 3. In the event of a vacancy in office, by reason of death, resignation, removal or otherwise, the unexpired term, if less than one year, shall be filled by appointment of the Executive Board. If the unexpired term exceeded one year, then the vacancy shall be filled by special election. Such special election shall be secret ballot at a meeting held with at least fifteen (15) days written notice to the members, which notice shall set for and special election as an order of business for such meeting.

Section 4. Any officer being negligent of their duties of conduction themselves in a manner detrimental to the league can be removed from office by a two-thirds (2/3) vote of the membership present.

Grounds for removal:

1. Unexcused absences for four (4) meetings per year.
2. Conduct unbecoming an officer of the league.
3. Dereliction of duties.

BYLAWS

ARTICLE I

Dues

Section 1. The dues will be yearly consisting of ten dollars (\$10.00) per family a year which will commence on the first day of January and end on the last day of December.

Section 2. Any family in arrears in the payment of dues may sit in a meeting with unanimous consent of all present, but shall not have a voice.

ARTICLE II

Meetings

Section 1. Regular meetings of the WCL shall be held on the second Tuesday quarterly at 7:30 P.M. (Date and time to be announced)

Section 2. Special meetings may be called by the President, or by a majority of the Executive Board. Notice of Special meetings will be delivered or telephoned to all members.

ARTICLE III

Duties of officers

Section 1. The President shall be the principal officer of the WCL. The President will preside at all meetings of the membership and of the Executive Board. The President will appoint all committees subject to the approval of the Executive Board and will be an ex officio member of all committees. The President will have the vote on all questions but shall not vote in the affirmative after the negative vote has been taken. The President will have such other and further powers as usual to the office.

Section 2. The Vice-President will assist the President in the discharge of the duties of President and in the absence of the President will perform the duties of President.

Section 3. The Treasurer will collect and receive all monies paid to the WCL. The treasurer will pay all of the expenses of the WCL and such additional expenses as may be approved by the membership. The

Treasurer will have the custody of all financial books and perform the following: keep a correct account of all monies received and paid out; have the books open for examination at such time as the Executive Board or the membership shall direct; keep a current list of membership; and at the expiration of the term of office the Treasurer will deliver to the successor the books, papers and monies belonging to the WCL. The Treasurer shall submit a current financial report at each quarterly meeting.

Section 4. The Secretary shall keep an accurate account of the proceedings of the meetings in a permanent minute book which shall be the property of the WCL and be kept in the custody of the Secretary. The Secretary will have charge of the correspondence of the WCL and will issue notices as ordered by the President of the membership. At the expiration of term of office, the Secretary will deliver to the successor all property of the WCL.

Section 5. The Board of Trustees will be composed of three members of the WCL. The Trustees will examine the financial books and records of the WCL yearly and report thereon to the membership.

Section 6. The Executive Board will be composed of all the officers of the WCL. The Executive Board will be the governing body of the WCL in emergency situations between membership meetings and will exercise general supervision over its affairs. Meetings of the Executive Board will be called by the President or by any three members of the Executive Board. A majority of the members present will constitute a quorum for the transaction of business.

Section 7. The President will appoint a Marshall at each meeting. The Marshall will help the President in keeping order and also it will be the Marshall's duty to see that only members of the WCL attend its meetings except upon unanimous consent of the membership.

ARTICLE IV

Election

Section 1. Nomination and election of officers shall take place at the regular meeting in January. Nominations shall be made for officers in the order in which such officers are set for in Article VII, Section 1, of the Constitution.

Section 2. Elections shall be held by secret written ballot. The election shall be supervised and ballots shall be counted by three (3) tellers to be appointed by the chair, none of whom shall be a candidate for any office.

Section 3. Newly elected officers shall be installed at the regular meeting in January.

Section 4. Only members in good standing will be permitted to vote and run for office.

ARTICLE V

Disbursements

Section 1. All expenditures shall be pursuant to decision of the Executive Board or membership. Expenditures shall not be made for any purpose inconsistent with the principles of the WCL.

Section 2. Any checks or orders to pay monies of the WCL shall be approved by the President and two (2) other members of the Executive Board. All checks must be signed by the President or the Treasurer.

ARTICLE VI

Adoption and Amendment

Section 1. This Constitution and By-Laws shall become the official Constitution and By-Laws of the Woodbine Civic League (WCL) upon approval by a two-thirds (2/3) vote of the members present at the meeting on the fifth of October, nineteen hundred eighty-seven of the Woodbine Civic League.

Section 2. An amendment to this Constitution and By-Laws may be proposed by the Executive Board or any member in good standing, by submitting same in writing, and signed by said propose, to the Secretary. The Secretary shall read the proposed amendment at the next regular meeting of the WCL. Approval by two-thirds (2/3) of the members present shall be required for adoption. In the case of any amendment increasing dues or concerning monies at least fifteen (15) days written notice of the meeting to vote on such amendment shall be given to all members.

Section 3. Any points not covered by the above Constitution and By-Laws shall be covered by Roberts Rules of Order.