

THE PURPOSES AND BYLAWS OF THE GULF PARK CIVIC ASSOCIATION, INC.

- I.
 - (1) The herein organization shall be known as the Gulf Park Civic Association, Inc., which hereafter shall be referred to as GPCA
 - (2) The function of GPCA is to be primarily civic in nature rather than social.
 - (3) The primary purpose of GPCA is to maintain the zoning of the subdivision known as Gulf Park as single family residential and residentially compatible zoning in the contiguous area.
 - (4) Other purposes of GPCA are to:
 - a. assure that the governmental and Municipal services desired by the residents are made available to them.
 - b. provide funds for expenses for lights and maintenance of the front entrance area off Cedar Bluff Road.
 - (5) Other matters which affect the Gulf Park community also come within the jurisdiction of GPCA.
- II. The Bylaws of GPCA shall be in the following paragraphs.
- III. The following shall be the offices of GPCA:
 - (a) Board of Governors
 - (b) President
 - (c) Vice President
 - (d) Treasurer
 - (e) Recording Secretary
- IV. The duties of persons holding the above offices are as follows:
 - (1) The Board of Governors shall:
 - (a) approve expenditures of funds to be incurred by GPCA.
 - (b) approve members of committees appointed by the President.
 - (c) act as advisor to the officers.
 - (2) The Board of Governors shall consist of ten members composed of six Members elected at large by the members of GPCA, the immediate past-president OF THE GPCA, and the three executive officers of GPCA which are: The President, Vice President, and Treasurer. Of the six at large members, three shall be elected for a two-year term and the first year and three for a one-year term. Thereafter, all shall be elected for two-year terms.

- (3) The Board of Governors shall meet as deemed necessary by the President. The President must call a special Board meeting at the written request of three members of the Board or at the petition of five percent of the GPCA membership.
- (4) A quorum for the Board of Governors shall consist of a simple majority, and action can be taken only by a simple majority of full Board of Governors.

V. The President shall be responsible for:

- (a) Conducting all meetings held in the name of GPCA.
- (b) Establishing committees to carry out the functions of GPCA.
- (c) Appointing Chairs of all committees.
- (d) Presiding at all meetings of the Board of Governors.
- (e) Affixing his/her signature after the Treasurer as affixed his/her signature on approved checks in the name of GPCA.

- VI. (1) The Vice President shall preside over all meetings from which the President is absent.
- (2) The Vice President may countersign checks of the GPCA if the President is not available to do so.
- (3) The Vice President shall assume the Presidency if the President should vacate office prior to the completion of the term.

VII. The Treasurer shall be responsible for:

- (a) Maintaining adequate records of receipts and disbursements of funds collected and disbursed in the name of GPCA.
- (b) The custody of the funds of GPCA and any and all other assets that might be acquired in the name of GPCA.
- (c) Presiding over all meetings that both the President and Vice President are absent.
- (d) Providing a financial statement of the GPCA in the newsletter announcing the January general meeting.

- VIII. (1) The Recording Secretary shall be present to record the minutes of meeting held by either the Board of Governors or the general membership.
- (2) The minutes of the meetings shall be approved by a 2/3 vote at the next meeting of the Board of Governors or the general membership, whichever group was responsible for the minutes.
- (3) The Recording Secretary will be a non-voting member of the Board of Governors, appointed by the President.

- IX. (1) General Meetings shall be held in January of each year and at other times as determined by the Board of Governors.

- (2) All motions made at the general meeting that do not affect the Bylaws, must be seconded and approved by a majority of those present to be binding on the membership of GPCA. All motions made at the general meeting that do affect the Bylaws must be seconded and approved by a two-thirds majority of those present to be binding on the membership of GPCA. Wording of proposed Bylaws changes must be included in the meeting notice.
 - (3) For a General Meeting to be duly constituted, a notice must be given one week prior to such meeting, except when the Board of Governors deems it an emergency.
 - (4) Notice shall be deemed given when a written notice is deposited in a member's mail box.
 - (5) A General Meeting must be called at the petition of ten percent of the membership of GPCA.
- X.
- (1) To be a voting member of GPCA, a person must reside within the subdivision known as Gulf Park and must have paid the annual dues that are determined by the Board of Governors on an annual basis and approved at the January General Meeting.
 - (2) Each household will constitute a voting unit.
 - (3) Membership in the GPCA shall become effective upon payment of dues and shall remain effective until two weeks after the next call for dues by the Board of Governors.
- XI.
- (1) The election of officers shall be held annually at the January General Meeting.
 - (2) No officer may be elected to the same office consecutively but may again be elected to the same office after an interval of one year.
 - (3) To be a duly constituted executive officer, the person must receive a majority of the votes of those present at the annual election meeting.
 - (4) The elected officers will take office at the end of the January General Meeting.
 - (5) In the event that a member of the Board of Governors is unable to fulfill their term of office, the remaining members of the Board of Governors shall elect a person to fulfill the rest of the term.