

OCEAN HILLS SOCIAL CLUB

A Non-Profit Mutual Benefit Corporation

BYLAWS of the OHCC Safety & Emergency Response Team (SERT) Club

1. CHARTER

This Club is a department of the Ocean Hills Social Clubs (“Corporation”), a non-profit corporation, which has approved the Club’s charter. The provisions of the Charter are incorporated into these Bylaws by this reference. In the event of a conflict between the Charter and these Bylaws, the Charter shall control.

2. PURPOSE

The intended purpose of this Club is: **Promote the safety of the OHCC community by providing an opportunity whereby residents can enhance their knowledge, skill, and ability to prepare for and respond to local incidents and natural disasters that may adversely affect their standard of living.**

3. MEMBERS

- a. **Eligibility** - Residents of Lots within the Ocean Hills Country Club Homeowners Association.
- b. **Dues** - Set by the Club’s Board of Directors. The Amount of Dues will be consistent for all members and will be based on its operating needs and on assessments due the Social Clubs Corporation for its operation, as determined by the OHCC Safety & Emergency Response Team (SERT) Club Board of Directors and the Ocean Hills Social Clubs Board. All monies collected as Dues shall be used only for operating expenses associated with the intended purpose of this Club (as set forth in Article 2 above) and for assessments due the Social Clubs Corporation for its operation.
- c. **Meetings** - The number of general membership meetings shall be determined by the Club Board of Directors. There must be at least one in-person general membership meeting held in the fourth quarter of the year to elect club officers for the following year.
- d. **Voting** - Any action to be taken by the Club’s members shall require approval of at least a majority of Club members present at any meeting where such a vote is held.

4. **BOARD OF DIRECTORS**

- a. **Elected Officers** - The Officers shall consist of: President, Vice-President, Secretary, and Treasurer.
- b. **Directors** - The number of directors shall be designated by the Club Board and will be voting members of the Board.
- c. **Terms** - Shall be one (1) year beginning January 1.
- d. **Vacancies** - Unexpired term shall be filled by appointment by the current Club Board of Directors.
- e. **Meetings** - Club Board of Directors' meetings will be held as needed. Special meetings may be called at the discretion of the President and / or Board, or if requested by five (5) or more Club Members.

5. **OFFICERS' DUTIES**

- a. **President** - As Chief Executive Officer shall officiate at all meetings and shall attend the "Social Clubs Presidents" meeting, held once a month, or send a representative.
- b. **Vice-President** - Shall officiate at meetings in the absence of the President and perform other duties as directed by the President.
- c. **Secretary** - Shall be responsible for minutes of the Club's board and business meetings, and correspondence. Shall have a current list of all members provided by the Treasurer.
- d. **Treasurer** - Shall be responsible for keeping all financial records, filing all necessary financial forms, depositing, and keeping account of all funds, and giving reports to the Board and membership as needed. Shall maintain a current list of all members.
- e. **Directors** - Duties shall be outlined by the Club Board of Directors.

6. **NOMINATING COMMITTEE**

By September 1, the President shall appoint a Nominating Committee Chairperson. The chairperson shall select two (2) additional members to serve on this committee. One of the members should be a member of the current Club Board of Directors.

The Nominating Committee shall present the proposed slate of officers at a general membership meeting that is held in-person during the fourth quarter of the year, at which time nominations shall

be accepted from the floor. Candidates nominated from the floor must be present, in person, to accept the nomination. If more than one candidate is nominated for a position an election for that position will occur. If there is only a single candidate for a position, their election will be by acclamation. Elections shall be held at this meeting with officers to take office January 1 of the next year.

There shall be one vote for each office, not cumulative; candidates with the highest number of votes are elected.

7. GOVERNING DOCUMENTS

This Club understands and accepts that the edition of the “Rules and Regulations of Ocean Hills Social Club’s Corporation” most recently approved by the Corporation’s Board of Directors constitutes the basic Rules and Regulations governing this Club. Specifically, this Club understands and agrees to abide by the Code of Conduct and the Code enforcement regulations articulated therein.

CERTIFICATE OF SECRETARY

The undersigned certifies that he / she is the duly elected Secretary of the Safety & Emergency Response Team (SERT) Club and that the foregoing instrument constitutes the Bylaws of said club duly amended on this date February 9, 2024.

Jill Lemons

(Signature of Club Secretary)

Jill Lemons

(Printed Name of Club Secretary)