

CONSTITUTION AND BY-LAWS OF THE
LIDO BEACH CIVIC ASSOCIATION, INC.

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CONSTITUTION

ARTICLE I

NAME

This organization shall be known as LIDO BEACH CIVIC ASSOCIATION, INC.

ARTICLE II

OBJECTIVE

The objective of the Association shall be that expressed in its Certificate of Incorporation, as follows:

“To promote the health and general welfare of the residents of Lido Beach, and to foster a sense of civic responsibility among all persons interested in Lido Beach”.

The area referred to in this Constitution as Lido Beach is that area known as the Lido Beach Park District of the Town of Hempstead, as existing on August 28, 1964.

ARTICLE III

MEMBERS

Section 1. Membership. The membership of the Association shall, except as otherwise provided in this article, be confined to persons owning real estate or residing in Lido Beach; and there shall be two classes of membership in the Association: Active and Associate.

Section 2. Active Members. Any person owning improved real estate in Lido Beach, and any adult member of his family, may become an Active Member of the Association by submitting to the corresponding Secretary an application for membership and by paying the dues for the current year.

Section 3. A family shall be entitled to two votes on any matter, without regard to the number of improved parcels of real estate in Lido Beach owned by any member of the family; provided that the two votes to which a family is entitled may be cast at any meeting by any adult member of the family present.

Section 4. Associate Members. Any persons owning unimproved real estate in Lido Beach, and any adult member of his family, may become an Associate Member of the Association by submitting to the Corresponding Secretary an application for membership and by paying dues for the current year.

Any person, and any adult member of his family residing in Lido Beach under a lease for a term of one year, may become an Associate Member of the Association by submitting to the Corresponding Secretary an application for membership and by paying the dues for the current year.

Associate Members shall have all rights and privileges of Active Members, except those of voting and of holding office, and of membership on committees.

Section 5. No member of the Association shall act or purport to act in the name of the Association without prior approval of eight (8) members of the Board of Directors.

ARTICLE IV

BOARD OF DIRECTORS

Section 1. The business of the Association shall be managed by its Board of Directors, and they shall perform all duties and exercise all powers vested in directors by the Laws of the State of New York.

Section 2. The Board of Directors shall be composed of the officers of the Association and eight (8) other Active Members in good standing. The members of the Board of Directors who are not officers shall serve two year terms; and four (4) such members shall be elected one year, and four (4) members the next year.

Section 3. Any past president of the Association, in good standing, and residing in Lido Beach, may, at his option, serve as a member of the Board of Directors in an ex-officio capacity; and any such past president shall have voting rights, unless his term or terms of office were not within the five terms of office last preceding the last annual election. Such membership on the Board of Directors, with or without voting rights, shall be included for purposes of determining a quorum.

Section 4. The President of the Association shall serve as Chairman of the Board of Directors.

Section 5. The Board of Directors, after the annual elections in August of each year, shall prepare a budget to be submitted to the membership for approval at the regular September meeting. The expenditure of more than \$500 by the Board of Directors for any item for Association purposes shall require the approval of two-thirds of the members of the Board of Directors present at the meeting.

Section 6. If a member of the Board of Directors who is not an officer fails to attend three (3) consecutive meetings of the Board of Directors, his position shall be declared vacant by the Board of Directors, unless such absence is explained to the satisfaction of the Directors.

Section 7. No member shall be eligible to serve on the Board of Directors unless he or she has been a member of the Civic Association for one year prior to the commencement of the term of office.

Section 8. No more than one member of any family may serve on the Board of Directors at the same time, provided however, that this Section shall not apply to ex—officio membership on the Board.

Section 9. The Board of Directors shall hold an organizational meeting at its next meeting after the annual election.

ARTICLE V

OFFICERS

Section 1. The officers of the Association shall be a President, a First Vice—President, a Second Vice—President, a Treasurer, a Corresponding Secretary and a Recording Secretary.

Section 2. Term: The term of office for each officer of the Association shall be two years, and the term shall commence on his election.

Section 3. Qualifications. Only Active Members of the Association in good standing are eligible to hold office.

The President shall have been a member of the Board of Directors of the Association for at least two years prior to the commencement of the term of office.

The Vice- Presidents shall have been a member of the Board of Directors of the Association for at least one year prior to the commencement of the term of office.

All other officers shall have been members of the Lido Beach Civic Association, Inc. for at least one year prior to the commencement of the term of office.

Section 4. Honorary offices may be established at any annual meeting by a majority vote of the members present.

- Harold Gates, first President of the Association, (1964) is the Honorary President

Section 5. In addition to the elective offices of the Association, there may be also an Executive Secretary. An Executive Secretary may be employed by the Board of Directors, at its discretion, and upon such terms and conditions as it may establish.

The Executive Secretary shall not be entitled to any rights or privileges of membership in the Association, including the right to vote, solely by reason of his office.

ARTICLE VI MEETINGS

Section 1. Regular meetings of this Association shall take place during the months of April, June and August at a time and place designated by the President; provided, however, that an additional regular meeting may be called at any time by the President.

Section 2. The President may call a regular or special meeting of the Association, or upon the written application of ten percent of the members of the Association in good standing, must call a special meeting of the Association. An application shall state the purpose for which a special meeting is requested. The corresponding Secretary of the Association shall give due notice to all members of the time, place and, in case of a special meeting, of the purpose of the meeting. Such notices shall be served personally, by mail, email, flyer or by telephone, upon each member, not less than two (2) nor more than thirty (30) days before the meeting, unless otherwise provided by the Board of Directors in the event of an emergency.

Section 3. The regular August meeting of the Association shall be known as the annual meeting. The fiscal year of the Association shall end on August 31st.

Section 4. The Board of Directors shall meet during months designated by the President once during the months with suggested meeting months of January, March, May, June, July, August, September and November. The Chairman of the Board of Directors may, or upon the written request of four (4) members of the Board of Directors, must call a special meeting of the Board. The Corresponding Secretary shall give due notice to all Directors of the time and place of such meeting. Such notice shall be served personally, by mail, email, flyer or by telephone, upon each Director, not less than one (1) nor more than ten (10) days before the meeting, unless otherwise provided by the President in the event of an emergency.

ARTICLE VII QUORUM

Section 1. A quorum for the transaction of business at any regular or special meeting of the Association shall consist of ten (10) percent of the number of families of which any member is an Active Member of the Association. In no event shall a quorum be less than that required by the laws of the State of New York.

Section 2. At the meeting held by the Board of Directors a quorum shall consist of a majority of the members of the Board.

ARTICLE VIII

NOMINATIONS AND ELECTIONS

Section 1. At the regular April meeting of the Association in each year there shall be elected a Nominating Committee consisting of five Active Members. The Nominating Committee shall nominate one candidate for each office, including positions on the Board of Directors for which the term will expire in August. The Nominating Committee shall advise the Corresponding Secretary before May 10th of the candidates selected, and the corresponding Secretary shall in turn promptly notify the membership of the candidates selected. The Nominating Committee shall also report to the Association at the regular June meeting, at which time additional nominations may be made from the floor by any Active Member. The notice for the August meeting will contain the names of all candidates, howsoever selected, for officers and members of the Board of Directors. Elections of the officers and members of the Board of Directors will be held at the regular August meeting of the Association.

Section 2. All elections shall be by written ballot for those duly nominated at the June meeting as herein provided. It shall not be necessary for a member to vote for one candidate for each vacancy. If an election, or any part of an election is uncontested, then the Secretary may cast one ballot for the uncontested portion of the slate.

Section 3. The terms of office for officers and members of the Board of Directors shall commence immediately upon their election.

Section 4. Before proceeding to an election, the President shall designate a person to serve as Chairman of the Board of Elections. The Chairman, in turn, shall select two other persons to be members of the Board of Elections. In no event shall any member of such Board be a candidate for the office of this election.

Section 5. The Chairman of the Board of Elections shall announce the votes cast for contested positions for officers and members of the Board of Directors immediately after the election at the annual meeting.

ARTICLE IX

VOTING

Section 1. Each Active Family Membership of the Association in good standing shall be entitled to two votes, except as otherwise provided in Article III. All members who are qualified to vote may vote in person or by proxy as provided in the By-Laws of the Association.

ARTICLE X

VACANCIES

Section 1. Upon the office of the President becoming vacant the First Vice—President and the Second Vice—President in the order named, shall succeed to the presidency. In the event the vacancy is not filled by either Vice—President, the Board of Directors shall take such action as it is provided in this Article for any other vacancy.

Section 2. The Board of Directors shall appoint a member to fill a vacancy in any other position on the Board of Directors within thirty (30) days, provided, however, that such appointments shall not continue beyond the next annual election.

ARTICLE XI

AMENDMENTS

Section 1. This Constitution can be amended only by the vote of two-thirds (2/3) of the active, paid up membership present.

Section 2. Notice in writing signed by five (5) Active Members of the Association in good standing, of the proposed amendment, may be submitted to the presiding officer at any regular meeting. The notice shall than be read at the meeting, and submitted for final action at the next annual meeting, but in no event shall final action be taken unless three-months time has elapsed since the submission of the proposed amendment.

Section 3. Notice shall be sent to each member that a proposal to amend the Constitution shall be voted upon at a specified meeting.

Section 4. A proposal to amend the Constitution shall be referred to the Constitution and By-Laws Committee, and the Committee shall submit its recommendations regarding the proposal prior to final action by the membership.

Section 5. This Constitution, and an amendment made at any time, shall go into effect at the close of the annual meeting at which it is adopted.

BY - LAWS

ARTICLE I

ORDER OF BUSINESS

At regular meetings of the Association, after the appropriate opening, the order of business shall be:

1. Reading and approval of the Minutes of the preceding meeting of the Association.
2. Summary of the preceding meetings of the Board of Directors since the last regular meeting.
3. Report of Treasurer.
4. Summary of Committee actions.
5. Unfinished business.
6. New business.
7. Miscellaneous matters.
8. Adjournment.

The order of business may be changed at any meeting by a vote of the majority of the members present and, except as otherwise provided by the Constitution or By—Laws, the proceedings at all meetings shall be conducted in accordance with Roberts' Rules of Order (Revised)

ARTICLE II

DUTIES OF OFFICERS

Section 1. President. The President or, in his absence, the next available officer in the order named in Article V of the Constitution, shall preside at all meetings of the Association, shall appoint committees, and shall perform such other duties as normally pertain to the office of the President. In the absence of the Treasurer, the President, under the direction of the Board of Directors, may expend the funds of the Association. The President, or designee, must cosign all payments as designated by the Board.

Section 2. Vice-Presidents. The First Vice-President and the Second Vice-President shall assist the President in the performance of his duties as required by him.

Section 3. Treasurer. The Treasurer shall collect, and under the direction of the Board of Directors, expend, deposit or invest the funds of the Association; and shall keep regular accounts in books of the Association, which shall be open to inspection by any member of the Board of Directors. The Treasurer shall report, in writing, the financial condition of the Association at each regular meeting, and to the Board of Directors as and when required by it. His accounts shall at all times be subject to examination and audit by the Board of Directors or by a special committee appointed for that purpose.

The Treasurer shall compile, and maintain, a current list of members in good standing and shall advise the Corresponding Secretary of all changes.

The Treasurer shall send to each member a statement for dues.

The Treasurer shall, prior to the exercise of his duties, obtain and file with the Secretary a bond, which will be subject to the approval of the Board of Directors as to the sureties and as to the amount. The bond shall also name the President as a principal. The bond may be waived by the Board of Directors.

Section 4. Corresponding Secretary. The Corresponding Secretary shall distribute all notices for meetings (of the Association) with a brief note in case of a special meeting of the object for which it has been called. All notices shall be directed to the address as it appears in the Association records, unless a written request is filed with the Recording Secretary specifying a different address. The Corresponding Secretary shall distribute such other notices or announcements as may be directed by the President.

The Corresponding Secretary make available a list of members in good standing, as compiled by the Treasurer.

The Corresponding Secretary shall distribute to each member of the Association a copy of the Constitution and By-Laws.

Section 5. Recording Secretary. The Recording Secretary shall keep the minutes of each meeting of the Association and of the Board of Directors, and shall receive all reports and correspondence. All records, documents, correspondence and reports of the Association shall be preserved by the Secretary.

The Recording Secretary shall promptly distribute to the President and Vice—Presidents, the minutes of the meetings of the Association and the Board of Directors.

ARTICLE III

DUTIES OF BOARD OF DIRECTORS

Section 1. The Board of Directors at its first meeting after the annual elections shall appoint members to serve on Standing Committees during the current fiscal year.

Section 2. In the absence of the President, the First Vice-President or, in his absence, the Second Vice-President, shall act as Chairman of the Board of Directors. If neither Vice-President is present in the absence of the President, the Board of Directors shall select one of its members to act as Chairman.

Section 3. The Board of Directors shall supervise and coordinate the action and functioning of all Committees (other than the Nominating Committee) of the Association, and may place such limitations on the issuance of reports and of public statements by the Committees or members thereof as it may deem appropriate.

Section 4. The Board of Directors shall at each stated annual meeting, report in writing a summary of its proceedings since the last annual meeting of the Association, together with any recommendations pertaining to its powers, duties or business.

Section 5. Any member of the Association may attend a meeting of the Board of Directors upon notifying the Chairman of his intention to attend such meeting. Such notification shall, unless waived by the Board of Directors, be made at least twenty—four (24) hours in advance of the meeting.

Section 6. The Board of Directors shall not approve reimbursement for any expense incurred for the account of the Association until a supporting voucher is submitted to the Board.

ARTICLE IV

COMMITTEES

Section 1. The Standing Committees of the Association shall be:

Membership and General Welfare	Safety
Constitution and By-Laws	School
Public Notices	Beach
Utilities, Public Health	Zoning
Entertainment Liaison	
Audit and Taxation	

The Chairman of each Standing Committee shall be chosen from the Board of Directors except the following committees: School, Public Notices, Utilities and Public Health and Safety, and Entertainment.

Each Standing Committee except the Membership and General Welfare Committee shall be composed of at least two (2) and not more than seven (7) members except the Entertainment Committee.

The Board of Directors shall define the powers and duties of the respective Standing Committees.

Section 2. Special Committees may be appointed by the President or by the Board of Directors.

Section 3. The President shall be ex-officio a member of all committees, except the Nominating Committee.

Section 4. Each Standing Committee may report to the Board of Directors at any time, and shall so report whenever requested to do so by the Board of Directors or by order of the Board.

Each special committee may report at any time to the President, if created by him, or to the Board of Directors, if created by action of the Board, and shall do so at or before the expiration of the term for which it was created.

ARTICLE V

DUES

Section 1. The dues for active membership in the Association shall be \$40 per year.

Section 2. The dues for associate membership in the Association shall be \$25 per year.

Section 3. A family shall be obligated to make only one dues payment in any year, without regard to the number of members of the family who are also members of the Association.

Section 4. All unpaid dues and assessments must be paid prior to the call of the regular April meeting of the Association, if not the member shall thereupon cease to be in good standing and shall lose all rights and privileges of membership, including the right to vote.

Section 5. Any member not in good standing because of non-payment of dues will not be eligible to vote in the annual election or be voted for as a candidate at the annual meeting. In order to be reinstated as a member in good standing, all dues and past assessments outstanding must be paid, unless waived by two-thirds of the Board members.

Section 6. Any member who owes the current year's dues as of September 1 (fiscal year ends August 31) will be notified by mail that unless "said" dues are paid they will no longer be considered a member in good standing of the Lido Beach Civic Association, and will be dropped membership unless payment is received within 30 days of the date on notice, unless waived by the Board.

ARTICLE VI
AMENDMENTS

Section 1. The By-Laws can be amended only by a vote of majority of the members present at a regular meeting of the Association.

Section 2. Notice in writing, signed by five (5) members of the Association in good standing, of the proposed amendment, may be submitted to the presiding officer at any regular meeting. The notice shall then be read at the meeting, and submitted for final action at the next regular meeting.

Section 3. Notice shall be sent to each member that a proposal to amend the By-Laws will be voted upon at a specified meeting.

Section 4. A proposal to amend the By-Laws shall be referred to the Constitution and By-Laws Committee, and this Committee shall submit its recommendations regarding the proposal prior to final action by the membership.

Section 5. The By-Laws, and amendments made at any time, shall go into effect immediately upon adoption by the membership.

ARTICLE VII
VOTING AND ELECTION PROCEDURES

Section 1. At any meeting of the Association an Active Member of the Association in good standing may cast his vote on any matter in person or by limited proxy. A limited proxy is one that may be exercised only at a particular meeting and only with respect to an item of business mentioned in the notice of such meeting. The limited proxy shall indicate the item or items of business as to which it may be voted.

Section 2. A limited proxy must be served upon the Treasurer or the Recording Secretary at least forty-eight (48) hours prior to the meeting at which it is to be exercised. A permanent record of all general and unrevoked proxies shall be kept by the Treasurer and by the President.

Section 3. Voting on any matter may be conducted by written ballot at the direction of the President or other person conducting the meeting, or by the resolution of a majority of those present at the meeting.

Section 4. The Chairman of the Board of Elections shall be designated by the President prior to the close of the regular June meeting of the Association.

Section 5. The written ballot for use at the annual elections shall be uniform. The Board of Elections shall have the sole responsibility for the preparation, distribution and counting of the ballots. If an election, or any part of an election is uncontested, then the Secretary may cast one ballot for the uncontested portion of the slate.

Section 6. All decisions made by the majority of the Board of Elections pertaining to an election shall be in the first instance final. A decision of the Board of Elections may be appealed to the Board of Directors by filing a written request by Certified Mail, for a review of the decision of the Board of Elections; provided, however, that such request for a review must be filed within fifteen (15) days after the decision of the Board of Elections is made public as set forth on Page 6 under Article VIII, Section 5 of the Constitution. A decision of the Board of Elections can be overruled only by a majority vote of the Board of Directors. No person whose office or ballot is involved in a decision by the Board of Elections shall be entitled to vote on a review of such decision.

Section 7. If it is necessary to use written ballots, all such ballots cast at an election shall be preserved by the Chairman of the Board of Elections for a period of at least forty-five (45) days after the election or for such additional period of time as may be specified by the Board of Directors.