

Article 1 Description of SEMCA

The South-East Marble Community Association, also referred to as SEMCA, is intended to represent interests of the area of the City of East Lansing bounded by the City limits on the east, the centerline of Burcham Drive on the north and Hagadorn Road on the west, and Cahill Drive on the south. Both the north and south sides of Cahill are included. This area is hereinafter referred to as the Neighborhood.

Article 2 Purpose of SEMCA

1. To provide the membership of SEMCA, as individuals, and the neighborhood as a group, a chance to voice concerns, to gain or impart information and to exchange ideas to improve the Neighborhood.

2. To look after the problems of the Neighborhood as brought to the attention of SEMCA by its members and to take necessary action indicated and deemed appropriate.

3. To act in the best interest of the entire Neighborhood regarding requests for Neighborhood improvements and welfare.

4. To encourage compliance with the City of East Lansing ordinances, including zoning, housing, traffic, etc, the bylaws adopted by SEMCA, and such government laws enacted in the future.

5. To protect and maintain the quality and stability of the Neighborhood as an established residential, single-family oriented community.

Article 3 Membership/Annual Dues

1. Every adult legally residing and/or owning property in the Neighborhood is eligible for membership in SEMCA.

2. An eligible member may become a registered member by paying annual dues

3. Voting membership shall consist of all registered members.

4. Dues shall be set by the Board on a per household basis for the fiscal year.

5. Dues are payable at the semiannual membership meetings, or mailed to the Treasurer. Dues will be effective for the calendar/fiscal year in which they are paid.

Article 4 Membership Meetings

1. *Semiannual meetings of the membership of SEMCA shall be held during the Spring and Fall of each year, at such time and place in the City of East Lansing as shall be designated by the Board of Directors and specified in a written notice delivered to the residents of the Neighborhood at least seven (7) days prior to such meeting.*
2. *Other meetings shall be held at such place and at such time as shall be determined from time to time by the Board of Directors and specified in a written notice delivered to the residents of the Neighborhood at least seven (7) days prior to such meeting.*
3. *A special meeting shall be held when a majority of the Board of Directors or at least 20 registered members of SEMCA submit a request in writing to the president. Such meeting shall be held within two weeks (14 days) of receipt of the petition. A written notice shall be delivered to the residents of the neighborhood at least seven (7) days prior to such meeting. Only items listed on the agenda for the meeting may be voted upon at the special meeting.*
4. *A majority of the registered members of SEMCA present at any official meeting shall constitute a Quorum for the transaction of business.*
5. *The election of members to the Board of Directors shall be held at the Fall membership meeting. Each registered member shall be entitled to cast one vote for each vacant directorship. Three directors shall be elected annually to serve for a period of three (3) years. At the first annual membership meeting, three directors shall be elected for a period of two (2) years, and three directors shall be elected for a period of one (1) year. At any subsequent annual meeting, three directors shall be elected annually to serve for a period of three (3) years and any other directors shall be elected to fulfill any vacant terms.*
6. *All meetings of the Association and of the Board of Directors shall be conducted in accordance with Robert's Rules of Order for Deliberative Assemblies.*

Article 5 Board of Directors, Officers and their duties

1. *The business of SEMCA shall be managed by a Board of Directors which shall consist of five (6) members of SEMCA who shall be elected by the membership as provided for in Article 4. A meeting of the majority of the Board of Directors is needed to transact Association business.*

2. *The nominating committee shall consist of all members not standing for re-election and others appointed by the president.*

3. *Members of the Board of Directors must have been registered members of SEMCA for a period of one (1) year.*

4. *The Board of Directors shall meet a minimum of three (3) times per year.*

5. *A Board member may be removed by a majority vote of the Board or when a member has three (3) unexcused absences.*

6. *The officers of SEMCA shall be president, vice-president, recording secretary, treasurer, all of whom shall be elected annually from and by the Board of Directors. Vacancies shall be replaced in accordance with Article 5-5.*

Duties of Officers:

President: Preside over membership and board meetings, make presentations to the city on behalf of SEMCA, appoint committees subject to board approval, carry out policies adopted by the Board.

Vice President: Function as President in the absence of the president, assist the President in the conduct of her/his duties, fill the remainder of the President's term when the office is vacant.

Recording Secretary: Maintain minutes of all meetings and other nonfinancial records, make these records available to members for inspection.

Treasurer: Receive funds, disburse funds as approved by the Board, maintain financial records, file financial reports as required with governmental agencies, make these records available to members for inspection.

Disbursement of funds: Disbursement of funds are to be made by check, signed by two officers designated by the Board.

7. *If a directorship is vacated before a term expires, the Board of Directors shall have the authority to appoint from the registered membership, a director to fulfill that directorship until the next Fall membership Meeting. At the next Fall Membership Meeting, a director shall be elected by the membership to fulfill that term.*

8. The Board of Directors shall have the authority to appoint such committees as may be advisable to investigate and make recommendations for the good of the Neighborhood.

9. Directors shall receive no financial remuneration for their services. Directors shall be reimbursed for authorized expenses incurred on behalf of SEMCA.

Article 6 - Amendment and Repeal

These bylaws may be amended, repealed or altered in whole or in part by a majority vote of the registered membership of SEMCA present at any Semi-Annual, Special, or Petition Meeting where such action has been announced and called as provided for in Article 4.