

VICTORIA GARDENS WOMEN'S CLUB, INC.
RESTATED BYLAWS, RULES AND REGULATIONS
AMENDED AND APPROVED _____

ARTICLE I. NAME

The name of this organization shall be Victoria Gardens Women's Club, Incorporated, of the City of DeLand, of the County of Volusia, of the State of Florida.

ARTICLE II. PURPOSE

The corporation shall be organized exclusively for fellowship, charitable, religious, educational and scientific purposes, including for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

The corporation may engage in any activity or business permitted under the laws of the United States and of the State of Florida.

No part of the net earnings of the organization shall inure to the benefit of, or be distributable to, its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the purpose clause hereof. No substantial part of the activities of the organization shall be the carryon of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in or intervene in (including the publishing or distribution of statements), any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of this document, the organization shall not carry on other activities not permitted to be carried on: (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code; or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or corresponding section of any future federal tax code.

ARTICLE III. MEMBERSHIP

The membership shall be limited to all women who live either full-time or part-time in Victoria Gardens, DeLand, Florida.

ARTICLE IV. MEETINGS

- A. Meetings of the membership shall be held at a date and time determined by the Officers of the Board.
- B. Board meetings shall be held at least one week prior to a scheduled meeting, at a date and time determined by the President.
- C. The Annual Meeting of the membership shall be held in January to provide for election of officers.

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D. Meetings shall be governed by Robert's Rules of Order, unless they conflict with the current Bylaws.

ARTICLE V. FINANCIAL

The organization's fiscal year shall be from March through February. The fiscal responsibility of the organization shall be held by the elected officers. Committee chairs shall submit requests to the Board for necessary funds for events and/or projects. Documentation of expenditures and receipts shall be presented to the President and/or Treasurer, and reimbursement made as indicated.

ARTICLE VI. DUES

Each member shall pay annual membership dues, the amount to be determined by the Board.

ARTICLE VII. OFFICERS AND DUTIES OF OFFICERS/BOARD

The elected officers of the organization shall be the President, Vice President, Secretary and Treasurer. All officers must be members of the organization.

A. President. The President shall preside over all meetings of the organization. The President shall be an ex-officio member of all committees except the Nominating Committee. The President shall choose an auditor when indicated and shall fill Board vacancies after approval of the Board.

B. Vice President. The Vice President shall act as the official of the organization in the absence of the President and shall perform all other duties delegated by the President.

C. Secretary. The Secretary shall be the official record keeper of the organization. The Secretary shall record the minutes of Board meetings and present them to the Board at the next meeting. The Secretary shall handle all official organizational correspondence not covered by other committees. The Secretary shall complete the required Sunbiz annual reports to the State of Florida in order to remain active as a corporation, as well as other required reports, such as Annual Tax Form 990 to the Federal Government to maintain 501(c)(3) tax exempt status.

D. Treasurer. The Treasurer shall be the Club's official bookkeeper. She shall make all deposits into a designated bank account for the organization. She shall be designated to pay all bills approved by the Board. She shall make financial reports available to the membership. All checks shall be signed by two of the four officers of the organization: President, Vice President, Secretary, or Treasurer.

E. The Board. The Board shall consist of the elected officers and committee chairs.

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ARTICLE VIII. COMMITTEES

- A. Committees.** Committees shall be established as needed by the Board.
- B. Committee Chairs.** Committee Chairs shall be active members. Their duties shall include coordinating committee meetings and providing guidance to the work of their committees. They shall attend Board meetings, propose projects to the Board for approval, and submit requests for necessary funds.
- C. Standing Committees.** The following committees may be established by the organization: Annual Chinese Auction, Bylaws, Community Outreach, Fund Raising, Historian, Hospitality, Membership/Welcome, Nominating, Program/Event Planning, Publicity, and Sunshine. Additions or deletions to the committee structure may be made at the discretion of the Board.
1. **Annual Chinese Auction Committee** shall organize and execute the plans for this annual charitable event, enlisting necessary assistance and participation from the membership.
 2. **Bylaws Committee** shall meet at least once yearly and shall work with the Board in reviewing the need for Bylaws amendments to be brought forward to the membership for approval.
 3. **Community Outreach Committee** shall promote charitable activities which will benefit our community; e.g., civic, health, community service, etc.
 4. **Fund Raising Committee** shall work toward obtaining funds to provide financial assistance for charitable community activities and in-house projects.
 5. **Historian Committee** shall maintain a record of Club events in the form of photographs, invitations, other materials, etc. The Historian may enlist the assistance of other members as indicated. The Historian may also maintain the Club web site.
 6. **Hospitality Committee** shall assist with meals and refreshments for meetings and other events, coordinating with the Program/Event Committee as indicated.
 7. **Membership/Welcome Committee** shall contact new residents to invite them to attend a Club meeting, as well as to recruit new and current residents for membership.
 8. **Nominating Committee** shall consist of three (3) members who are not currently officers of the organization. Their sole purpose is to select eligible and qualified candidates for officers who are willing to serve in the positions for which they are being nominated.
 9. **Program/Event Committee** shall plan programs for meetings, to include speakers, and will coordinate the program with the Hospitality Committee.

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10. **Publicity Committee** shall publicize activities and programs in the weekly Gardens newsletter, the Activity Center board, as well as the Women's Club web site, and shall submit articles to the media as indicated. When possible, there shall be a photographer to take photos of meeting events.

11. **Sunshine Committee** shall send appropriate cards or notes at times of illness or death.

ARTICLE IX. ELECTIONS

A. The selection of nominees for the four Club Officer positions will be coordinated by the Nominating Committee, the chair of which will be designated by the President of the Club.

B. Nominating Committee members, who are active members of the Club, will canvass the membership for nominations, and members may nominate themselves.

C. The slate of nominated officers shall be presented to the membership 30 days prior to the January meeting, posted on the Club's web site in December, and presented to the general membership for election during the January meeting.

D. The term of the elected officers shall be one year, to begin in March, and officers may be elected to serve for more than one term.

ARTICLE X. QUORUM

A. A quorum for regular meetings shall consist of one-fourth of the active paid membership.

B. A quorum for Board meetings shall consist of three elected officers.

C. Annual Membership Meeting quorum for election of officers shall be a simple majority of the members present at the meeting.

D. Quorum for Bylaws changes shall be a two-third majority of the membership present.

ARTICLE XI. DISSOLUTION OF CLUB FUNDS

In the event of the dissolution of Victoria Gardens Women's Club, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue code, or corresponding section of any future federal code, or shall be distributed to the federal government or to a state or local government, for a public purpose. Any such assets not disposed of shall be disposed of by a Court of competent jurisdiction of Volusia County, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

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ARTICLE XII. AMENDMENTS

The Bylaws may be amended, by a two-third majority vote, at any regular Victoria Gardens Women's Club meeting at which an amendment is presented. Thirty days notice of any proposed Bylaws changes shall be made available to the members.

RESTATED BYLAWS APPROVED BY THE MEMBERSHIP

DATE _____

SIGNED: _____	_____
President	Vice President
_____	_____
Secretary	Treasurer