

Winchendon Springs Lake Association
W.S.L.A. BY-LAWS

JUNE, 2003, updated July 2016

1. **PURPOSE:** The purpose of the Association shall be to serve and promote residential and recreational interests in areas bordering upon and lying in the waters of Lake Monomonac, Massachusetts area and connecting waters and more particularly to:
 - a) Preserve the natural beauty of said region. Of special emphasis is the water quality.
 - b) Maintain and improve connecting roadways.
 - c) Promote law and order and better enforcement of existing laws.
 - d) Receive and hold in trust for purposes incident to the foregoing objectives any real estate or other property which may be acquired by the Association by purchase, gift, or otherwise, and manage such property or sell and dispose of the same and use any proceeds thereof for the furtherance of the purpose above specified.
 - e) Perform all such acts not prohibited by law and reasonably calculated to accomplish the purpose state above.
2. **MEMBERSHIP:** Any property owner, tenant, or other individual interested in the purposes as set forth above, may, upon application and compliance to the by-laws as herein set forth, become an active voting member of the association.
3. **ANNUAL MEETING:** an annual meeting shall be held at a place to be designated by the President on the third Saturday in June. A written notice of such time and place shall be mailed by the Secretary, at least four weeks prior to such meeting, to all members in good standing plus those who are potential members. Mail to be done either via email or hard copy to the addresses the association has on file. These addresses are derived through information provided directly by members and through research into actual property ownership.

Officers and other directors for the ensuing year shall be elected at such meeting, and any other business pertinent to the purposes of WSLA may be transacted.

A special meeting may be called at any time by the President, or by a majority of the members of the Board of Directors, by notifying the Secretary of the time, place and purpose of said meeting, as provided above in the case of the Annual meeting. In order to conduct the business of any meeting, there shall be present a quorum, of not less than TEN PERCENT (10%) of all active members in good standing. To be a member in good standing, a member shall have paid all dues and assessments, of any then due. A majority vote of those present at any meeting at which there is a quorum shall be sufficient.

4. **OFFICERS:** The officers of the Association shall be: President, Vice President, Secretary, Treasurer They shall be members of the Association. The duties of said officers are as follows:
 - a) **PRESIDENT:** The President shall preside at meetings and be Chief Executive Officer of the Association. In addition, the President shall perform such administrative duties as may be required by law.

- b) VICE PRESIDENT: The First Vice President, in the absence or disability of the President, shall perform all of the duties usually performed by the President and, in addition, shall perform such administrative duties as may be required by law.
- c) SECRETARY: The Secretary shall keep all records of the Association and record the votes at all meetings, and perform such duties as may be required by law.
- d) TREASURER: The Treasurer shall receive and collect all monies due the Association from any source, pay all bills, keep records of all such collections and disbursements, and make an annual report thereof at the Annual Meeting of the Association. The treasurer will maintain a record of Lake Residents and clearly identify those who are WSLA paying members. This list will also be used as an active and current mailing list of Lake Residents/abutters and provide mailing labels as required for Newsletters or other WSLA needs. Bills in excess of two-hundred and fifty dollars (\$250.00) shall require the board's approval; His or her books shall be open to inspection by any active member at all times.

For accounting purposes the Association's fiscal year will run from May 1 to April 30th as determined by the IRS.

- 5. BOARD OF DIRECTORS: There shall be a Board of twelve (12) Directors elected at the Annual meeting, to serve until the next Annual Meeting or until their successors can be duly appointed or elected. The Board of Directors shall include the three (3) elected Officers of the Association, and, whenever possible, the remaining members shall be selected from general membership. They shall have and exercise all rights and powers of the Association, except those which are conferred by law, or these By-Laws, upon the active members of the Association, and perform all of the duties usually incident to such a Board of Directors, including the power to fill vacancies caused by death or resignation, in said Board of any of the Officers of the Association.

They shall meet at times and places during the year as they may determine. A majority of those present at board meetings (minimum voting yes must be at least two (2) Directors shall be necessary for the adoption of any resolution. Records of all meetings of the Board of Directors shall be kept by the Secretary plus distributed to the full board ensuring all have a record of actions and decisions.

- 6. COMMITTEES: There shall be three (3) standing committees: AUDIT, MEMBERSHIP & NOMINATING Committees whose members shall be elected at the Directors' meeting. In addition thereto, there shall be such committees as the Board may from to time appoint.

AUDIT COMMITTEE: The Directors of the Association shall elect at least two (2) of their number at a yearly Directors' meeting to serve as an Audit Committee until the next Annual Meeting. Said Committee shall audit the records of all receipts and disbursements of the Association for that fiscal year next ending after the date of their election and report to the next Annual Meeting.

MEMBERSHIP COMMITTEE: The Directors shall elect three (3) of their members at yearly Directors' meetings to serve until the next Annual Meeting. It shall be their duty to contact all persons eligible for active membership in the Association and urge them to join, to interest other persons in becoming members, and generally to promote interest in the Association among permanent or seasonal residents of the Monomac Massachusetts Region.

NOMINATING COMMITTEE: The Directors shall elect three (3) of their members at yearly Directors' meetings to serve until the next Annual Meeting. It shall be their duty to meet from time to time prior to the Annual Meeting and nominate certain members of the Association as candidates for the offices of the Association. The names of the said candidates shall be submitted to the Secretary and shall be provided at the Annual Meeting.

OTHER COMMITTEES: Other committees may be created from time-to-time to focus on specific activities. These committees will each require a chairman and will include board members. They may also engage other association members. Examples here might include: Activities, Newsletter, Water Quality, Fund Raising among others.

LIASONS: To create and maintain strong relationships with key organizations and town officials, the board will explicitly identify board members as liaisons. Examples may include: MLPOA, Selectmen and DPW among others.

7. **DUES AND ASSESSMENTS:** The dues for each member shall be Fifty dollars (\$50.00) per year, payable on or before the date of the Annual Meeting.
8. **FINANCES:** All expenses must be approved by the board. A cash reserve of \$5,000 will be maintained.
9. **LOGO:** The Logo of the Association shall be in such form as the Directors may determine.
10. **BOARD MEMBERSHIP:** If any Board members should fail to attend three (3) or more consecutive meetings, the remaining members may declare the office of such person vacant, provided that prior to the vote, written notice of intention to do shall be mailed to the last known address of such person. The Board may then vote to appoint a person to fill the vacancy.
11. **WEBSITE & SOCIAL MEDIA:** WSLA will maintain a web presence that is consistent with the goals and objectives of the association and is designed to provide information and create a community. The specifics of postings and information to be determine by the web owner. This owner to be determined by the board.
12. **NEWSLETTER:** WSLA will provide a periodic newsletter to be created and distributed at least once per year. Additional issues may be provided at the discretion of the board. The newsletter will be used to help promote the association, inform property owners of good lake practices and upcoming events, and share past WSLA accomplishments. The board will select someone responsible for the newsletter creation.
13. **AMENDMENTS:** These By Laws may be amended at any Annual Meeting or special meeting called for the purpose, by a two thirds (2/3) vote of all those present any such meeting at which there is a quorum.