

MOUNT UPTON PARKS BY-LAWS

ARTICLE I – NAME

Section 1 – The name of this committee shall be “Mount Upton Park Committee”.

ARTICLE II – PURPOSE

Section 1 – The purpose of this committee shall be to oversee the development and upkeep of the park for the Town of Guilford.

ARTICLE III – OFFICERS AND ELECTIONS

Section I – The officers of this committee shall be Chairman, Vice Chairman, Secretary, Treasurer, and four (4) Trustees. Officers shall assume their duties at the close of the annual meetings and shall serve until their successors are elected. The annual meeting shall be the third Monday of September.

Section II – Nominations for officers shall be made from the committee at the annual meeting with elections following. Any committee member in good standing shall be eligible to be an officer.

Section III – The Chairman will serve one year, the Secretary two years, the Treasurer two years, two Trustees will serve one year terms and the other two Trustees and Vice Chairman will serve two year terms, unless there are no other nominations from the committee. Annually a list of officers and committee members will be given to the Town Board.

Section IV – A vacancy occurring in the offices shall be filled by a committee vote at the next meeting.

Section V – Four members shall constitute a quorum “One of which must be an officer.” A majority vote with a quorum present shall rule.

ARTICLE IV – MEETINGS

Section I – A regular meeting of this organization shall be held the third Monday of each month at 7 p.m. If there is a change, the secretary shall give notice to all members of the change. Special meetings may be called by the Chairman or upon written request of a quorum, if all members are notified. The annual meeting will be held in September at which time annual reports shall be given and officers for the next year shall be elected. All annual reports will be given to the Town Board in October.

ARTICLE V – ORDER OF BUSINESS

Section I – Call to order, roll call, secretary’s report, minutes of last meeting, treasurer’s report, old business, new business, and adjournment.

ARTICLE VI – AMENDMENTS

Section I – To amend a by-law, a proposal must be made in writing at a regular meeting. The proposed amendment will be voted on at the next regular monthly meeting. If approved by the Committee, it will be presented to the Town Board. Amendments must be approved by the Town Board.

ARTICLE VII – DUTIES

Section I – Chairman – It will be the duty of the Chairman to hold a monthly meeting April through October, to enforce all by-laws, to be responsive to the committee, and vote in case of a tie.

Section II – Vice Chairman – In the absence of the Chairman, the Vice Chairman shall take charge and act in that capacity, having all the power invested in the Chairman.

Section III – Secretary – It shall be the duty of the Secretary to keep accurate records, the minutes of the proceedings of each meeting, and record same in a book kept for that purpose, to call roll call, to notify all members of special meetings when called, and to answer all communications.

Section IV – Treasurer – It shall be the duty of the Treasurer to report to the committee the Park's monthly financial report and to turn all moneys received in to the Board.

Section V – Trustees – It shall be the duty of the Trustees to keep accurate records of the Park's properties and to be in charge of the loaning of its properties – this does not include the scheduling of the Park's dates, which will be posted at the Town Clerk's office.

Adopted 8/8/18