

CURDSVILLE COMMUNITY CENTER, INC

Organizational By-Laws

(501(c)(4) Non-Profit Corporation Since 1958

Adopted at General Membership Meeting of 2025

Content:

Article I - Name

Article II - Purpose

Article III - Policy

Article IV - Fiscal Year

Article V - Membership

Article VI - Government

Article VII - Elections

Article VIII - Meetings

Article IX - Quorum

Article X - Finances

Article IX - Records

Article XII - Community Center Property

Article XIII - Amendments

ARTICLE I - NAME

Section 1 - This organization shall be known as the "Curdsville Community Center, Incorporated". Also known herein as the Community Center.

Section 2 - The Principal office of the Community Center shall be located in the Curdsville District, County of Buckingham, Virginia. The official physical address of the Community Center Building is 122 School Road, Dillwyn, Virginia, 23936.

Section 3 - The Community Center's official mailing address is P.O. Box 212, Dillwyn, VA 23936

ARTICLE II - PURPOSE

Section 1 - The Community Center is organized exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code.

Section 2 - The Community Center shall not be operated for profit.

ARTICLE III - POLICY

Section 1 - The Community Center shall not discriminate against prospective members because of race, color, creed, national origin, sexual orientation, income, marital status or any other factor as required by State and Federal laws

Section 2 - The Community Center shall be non-partisan, non-sectarian and shall sponsor no legislative activities except on an educational basis to inform the membership of the views of certified candidates or information from elected officials.

ARTICLE IV - FISCAL YEAR

Section 1 - The fiscal year shall begin on January 1 and end December 31 of the same year

ARTICLE V - Membership

Section 1 - Any person may become a member of the Community Center and be entitled to one vote, by the payment of at least \$30 per individual or \$40 per household (2 adults and children under 18).

Section 2 - Any member may be expelled and his/her membership and voting privileges revoked by a vote of two-thirds of all members present at the annual meeting of the Community Center or at any specially called meeting of the corporation

Section 3 - The dollar amount of the annual dues may be changed at any time by a two-thirds majority vote of the members in attendance. A vote for a change in dues must be announced at least one meeting prior to the vote being taken.

Section 4 - Annual dues shall be payable by the beginning of each fiscal year. Members will become delinquent on March 31th for non-payment of dues and will be dropped from the roster and mailing list. Any excess dues paid will be treated as donations.

ARTICLE VI - GOVERNMENT

Section 1 - The government of this corporation shall be vested in up to four directors and four officers, said officers consisting of a President, Vice President, Secretary and Treasurer, hereto known as the Board of Directors.

Section 2 - All officers shall have the duties, which ordinarily pertain to and are indicated by the title of their offices.

Section 3 - There shall be one PERMANENT director who is the corporation's registered agent and three elected directors

Section 4 --All Officers of the corporation shall be elected for a term of one year by a majority vote of the members present at the December Meeting.

Section 5 - Robert's Rules of Order will be used (only as a guide) for conduction business at all meetings of the Community Center.

Section 6 - The three elected directors will serve a term of 1 year on a rotation basis.

Section 7 - The Board, at its discretion, may create or disband ad hoc committees to support the work of the Board.

ARTICLE VII - ELECTIONS

Section 1 - On or before the first Monday of October the board of directors shall appoint a nominating committee consisting of three (3) members of the organization not presently serving as an officer or director of the Community Center.

Section 2 - A slate of nominees for all expiring offices and directors is to be presented to the members no later than the first Monday of each December. This will consist of the President, Vice-President, Treasurer, Secretary and Directors. The Immediate Past President shall fill one of the expiring terms of the elected director.

Section 3 - All officers of the corporation shall be elected for a term of one year by a majority vote of the members present at the annual meeting.

Section 4 - If the office of any director or any officer becomes vacated for any reason, the directors shall fill this vacancy, such appointees to serve until the next annual meeting.

ARTICLE VIII - MEETINGS

Section 1 - The annual meeting of the corporation shall be held each year on the first Monday of December at 6:00pm at the principal office of the Community Center in Curdsville, Buckingham County, Virginia (Community Center Building). Notice thereof shall be given to each member in writing, sent to his/her last post office address or email address shown on the current membership roster, at least five (5) days prior thereto.

Section 2 - Monthly meetings shall be held on the first Monday of each month between March and December at the Community Center Building commencing at 6:00pm

Section 3 - Meetings may be curtailed due to an emergency, extreme weather or by a majority vote of the membership present at the monthly meeting when the vote takes place.

Section 4 - The president or the secretary, at the request of any two (2) directors may call special meetings of the general membership.

Section 5 - A Board of Directors meeting shall held monthly. The dates to be determined by the President.

Section 6 - Special meetings of the directors shall be called by the president.

ARTICLE IX - QUORUM

Section 1 - A quorum for any meeting of the members shall be the number present.

Section 2 - A quorum for any meeting of the directors and officers shall be three (3) directors and/or officers.

ARTICLE X - FINANCES

Section 1 - The Board of Directors shall have control and management of the property and finances of this corporation.

Section 2 - The treasurer shall disperse all Community Center Funds. Copies of bank statements along with receipts, statements and contracts shall be provided along with the financial report at the Board Meeting.

Section 3 - Any expenditure above \$200 shall require a majority vote of the Board of Directors except in the case of an emergency.

Section 4 - All income and expenditures shall be formally reported to the general membership at the meeting immediately following the transaction.

Section 5 - The Community Center finances shall be audited annually during the month of January each year and when a new Treasurer assumes office, with the findings reported to the general membership at the next scheduled meeting.

Section 6 - Any two (2) board members may request an additional audit.

ARTICLE XI - RECORDS

Section 1 - A legible copy of the minutes and the finance report from the previous month's general meeting shall be presented to the president at the time the report is approved.

Section 2 - The secretary shall keep the final approved reports on file for historical purposes.

Section 3 - Pen and ink changes are permissible to final submission

ARTICLE XII - COMMUNITY CENTER PROPERTY

Section 1 - No Property, possessions or equipment belonging to the Community Center shall be loaned, rented out or removed from the premises for any purpose without the-majority approval of the board of directors.

Section 2 - Rental fees for the use of the building shall not be reduced for any reason, person or organization without the unanimous approval of the Board of Directors on a case-by-case basis.

Section 3 - Upon the dissolution of this organization, 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 tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose

ARTICLE XIII - AMENDMENTS

Section 1 - Any request for change or addition to these by-laws will first require approval by a majority of the Board of Directors.

Section 2 - Any request for change or addition to these by-laws may be presented to the membership for review and consideration at any meeting

Section 3 - If approved by the Directors, a vote on the proposed change or addition shall take place at the next regular meeting of the membership

Section 4 - Amendments to these by-laws shall become effective when approved by a two-thirds vote of the members present.