

# BY- LAWS OF THE ROLLING GREEN COMMUNITY ASSOCIATION, INC.

## ARTICLE 1: MEMBERSHIP

**SECTION 1. Eligibility.** Membership in the Rolling Green Community Association, Inc. hereafter referred to as “the Association”, shall be limited to owners or lessees of residences or owners of undeveloped lots in the Rolling Green subdivision north of Churchville, in Harford county Maryland, their dependents, and other members of their households. The Rolling Green subdivision is defined as all the lots shown on plats of Rolling Green recorded among the Land Records of Harford County prior to September 30, 1969, and any lots thereafter developed as additional sections of Rolling Green on adjacent land owned by Gentry, Glackin, and Umbarger, Inc. on September 30, 1969, plus the property known as Vestry of Churchville Parish, Holy Trinity church in Liber 770, page 58, plus the property known as 2920, 2940 and 2946 Rolling Green Drive. The Board of Directors shall be the sole judge of the eligibility and qualifications of persons seeking membership in the Association.

**SECTION 2. Nature of Membership.** Members will be enrolled by household, each household entitled to one vote, with adult members allowed to split their vote. The term “household” as used hereinafter shall mean collectively, the residents of a house erected in the subdivision or collectively, the permanent residents of the home of the owners of an unoccupied lot in the subdivision. The board of Directors shall be the sole judge of the right of the representative to vote on behalf of the particular household. No person may be a member from more than one household, and no household may have more than one vote, regardless of the number of lots owned by members thereof. Dues and other financial obligations shall be on a household basis.

**SECTION 3. Charter Members.** Charter members shall be those persons who ratify the Articles of Incorporation by signing a statement indicating that fact prior to the filing of the said articles.

**SECTION 4. General Members.** The Board shall admit to membership any applicant whom the Board determines meets the eligibility requirements of Section 1 of this Article. Membership begins upon payment of dues as provided in Article V.

**SECTION 5: Removal.** Members may be removed for cause by three-quarters vote of the entire voting membership at any meeting provided ten days notice of the meeting and an opportunity to be heard thereat be provided to members proposed for removal. Members may be removed for cause for activities or actions contrary to the best interests of the Association and the community. Members who have not resigned may be removed pro forma by action of the Board of Directors when they no longer are eligible as provided in Section 1 of this Article, or their household fails to pay dues.

**Section 6: Use of Facilities.** Membership in good standing in the Association is a requirement for use of facilities or properties owned or in custody of the Association, or for participation in any of the events sponsored by the Association, other than as a guest of a member.

Guest privileges shall be extended to guests of active members only, except that persons eligible to be active members will not be extended such privileges.

## ARTICLE II: MEETINGS

**SECTION 1. Annual Meeting.** A general membership meeting for the purpose of electing officers and directors and conducting other business of the Association, shall be held in the month of March each year at the call of the President. Three weeks’ notice thereof will be mailed or delivered to all households.

**SECTION 2. Special Meetings.** Special meetings of the active members may be called at the discretion of the Board of Directors, or upon written request of 25% of the active members for consideration of special business provided one week's notice is given to all households.

**SECTION 3. Quorum.** Voting representatives of 10% of the members shall constitute a quorum for the transaction of the business at any membership meeting. All actions of the Association shall be taken by majority vote of those voting, except in the case of elections, which shall be by plurality of the votes cast.

**SECTION 4. Conduct of Meetings.** The meetings of the Association shall be conducted in accordance with Roberts Rules of Parliamentary Procedure.

### **ARTICLE III: OFFICERS**

**Section 1. Offices.** The Association shall have a President, Vice-President, Secretary, and Treasurer, all of whom shall be members of the Association in good standing. They shall be elected at the annual meeting as provided in Article II herein, and shall hold office for one year or until their successors take office. Nominations shall be made by a report of a nominating committee appointed by the president, and by the nominations from the floor. The officers listed in the Articles of Incorporation shall serve as such until the annual meeting of April 1971.

**SECTION 2. Vacancies.** An office or seat on the Board of Directors shall be vacant upon death, resignation, appointment or succession to another office, or disqualification by virtue of removal as a member in good standing. The Board of Directors may at any meeting by majority vote of those present, provided a quorum is present, appoint a member of the Association to complete the term of a vacant office or seat on the Board of Directors.

#### **SECTION 3. Duties.**

- (a) The President shall exercise general supervision over all affairs, and preside over the meetings of the Board of Directors and the membership.
- (b) The Vice President shall serve in the absence or disability of the President and have all of the latter's powers and duties, and shall succeed to the office of President in the event of his or her death, resignation, or discontinuance as a member of the Board of Directors or Association. The Vice President shall assist the President in the promotion of the welfare of the Association.
- (c) The Secretary shall send all official communications of the Association, shall notify members of the purpose of any special meeting, and shall keep correct minutes of all corporate meetings.
- (d) The Treasurer shall receive all funds and shall make disbursements upon the approval of the Officers. The President, Vice President, and treasurer shall be authorized to sign checks. The treasurer shall prepare and present a statement of receipts and disbursements at each meeting of the Association. He or she shall keep regular books of account and shall give such bond for the faithful performance of his or her duties as may be required, the expense to be paid by the Association. Books shall be audited at the end of the year by a committee of members appointed by the President.

### **ARTICLE IV: THE BOARD OF DIRECTORS**

**SECTION 1. Composition.** The Board of Directors shall consist of the President, the Vice-President, the Secretary, and the Treasurer, the immediate Past President in good standing, and two other members of the Association in good standing, elected at the annual meeting for two year terms. At the first annual meeting, one Director shall be elected for a two year term, and two for one year terms. At any successive annual meeting, only one Director, having a two year term shall be elected, except that in the case where there is no Past President able to serve, the position on the Board shall be filled by election of a member for one year.

**SECTION 2. Meetings.** The Board of Directors shall meet at the call of the President, or any three members thereof. One week's notice shall be given to all members of the Board before any meeting. Four members of the Board shall constitute a quorum and all actions shall be by majority vote of those present.

**SECTION 3. Authority.** The board of Directors shall have the power of the Corporation between annual meetings, but cannot modify any action taken by the Corporation. It shall be the final authority in the interpretation of the provisions of the by-laws.

They shall not acquire nor dispose of real estate, nor spend uncollected money, nor commit funds not in the treasury without prior approval of the general membership.

**SECTION 4. Minutes.** Minutes shall be kept of all meetings and these shall be referred to the membership at the next annual meeting for its approval.

## **ARTICLE V: DUES AND FISCAL YEAR**

**SECTION 1. Annual Dues.** Annual dues shall be established by the Board of Directors with approval of the general membership.

**SECTION 2. Fiscal Year.** The fiscal year shall run from 1 April through 31 March.

**SECTION 3. Annual Dues Payment Deadline.** Annual dues are considered due, with or without formal notice, on or before the first day of the fiscal year.

**SECTION 4. Members From Households Currently in Good Standing Who Have Not Paid Dues.** Members from households currently in good standing which have not paid dues within two (2) months of the first day of the fiscal year, i.e., by 1 June, will no longer be considered in good standing, shall lose the right to vote and hold office, shall lose the privileges of facilities and shall be subject to removal from membership.

**SECTION 5.** Section 5 was deleted March 1996.

**SECTION 6. New Residents.** New residents of Rolling Green shall be permitted to utilize all facilities for a period of sixty (60) consecutive days from date of arrival as a permanent resident. Upon application for membership their dues shall be prorated based on their date of arrival:

- (a) Date of arrival - on or before 31 August: current dues.
- (b) Date of arrival - 1 September thru 31 December: one half (1/2) current dues.
- (c) Date of arrival - 1 January thru 30 March: no dues.

## **ARTICLE VI: STANDING COMMITTEES**

**SECTION 1. Standing Committees.** Standing committees shall be established by the Board of Directors, and members selected by the Board after requesting the general membership for volunteers to serve.

**SECTION 2. Chairman of Standing Committees.** The chairman of each Standing Committee shall submit a written report to the Association upon the call of the President.

## **ARTICLE VII: PARTICIPATION OF ASSOCIATION IN OTHER GROUPS**

**SECTION 1. Membership of the Association.** Membership of the Association in other civic groups requires the approval of the general membership.

**SECTION 2. Representatives of the Association.** Representatives of the Association on such groups shall be elected by the membership for a term commensurate with the term of office specified by such groups.

**SECTION 3. Duty of these representatives.** It shall be the duty of these representatives to convey to such groups the wishes and opinions of the Association and to report to the President at the earliest feasible time concerning actions taken by such groups that pertain to the Association and its interest. Appropriate reports shall also be made at the next regular meeting of the Association.

## **ARTICLE VIII: AMENDMENTS**

**SECTION 1. Proposed Amendments.** Proposed amendments to the By-Laws must be submitted in writing by any member to the President for referral to the Board of Directors. The proposed amendment(s) together with the Board's recommendation, will be considered in the next meeting of the general membership of the Association, whether the annual meeting or specially called, provided the substance of the proposed amendment is included in the notice of the meeting.

**SECTION 2. Amending By-Laws.** The By-Laws may be amended at any meeting of the Association general membership by a majority vote (not less than ten votes in any case) of the households.

### **REVISIONS**

Art. I, Sec. 6 revised Aug. 4, 1970.  
Art. I, sec. 1 revised Feb. 15, 1971.  
Art I, Sec. 6 revised Nov. 8, 1971.  
Art. II Sec. 4 added June 1, 1971.  
Art. V, Sec. 2 revised Nov. 8, 1971.  
Art V, Sec. 4 added Nov. 8, 1971.  
Art. V, revised April 4, 1973.  
Art. V, Sec. 5 revised Apr. 13, 1977.  
Art. II, Sec. 1 revised Feb. 10, 1970.  
Art. III, Sec. 1 revised Mar 25, 1987.  
Art I, Sec. 7 deleted mar 1996.  
Art V, Sec. 5 deleted Mar 1996.  
Art V, Sec. 6 revised Mar 1996.  
Art I, Sec I revised Mar 2018  
Art I, Sec 4 revised Mar 2018  
Art II, Sec 3 revised Mar 2018  
Art III, Sec 3 (b) (d) revised Mar 2018

Updated March 1995, November 1996