

THE TAMPA PALMS WOMEN'S CLUB, INC. BYLAWS

ARTICLE I – NAME

The name of the organization shall be THE TAMPA PALMS WOMEN'S CLUB, INC. (Club)

ARTICLE II – PURPOSE

The Purpose of THE TAMPA PALMS WOMEN'S CLUB, INC. shall be to welcome members of the community, to provide educational programs for the membership, and to conduct fund raising programs for the promotion of both the Club and the social welfare of the community.

ARTICLE III – MEMBERSHIP

Section 1 – Membership is obtained by payment of dues after prospective member has attended one regular meeting as a guest. Annual dues as set by the Board will be payable by January 31st. Members whose annual dues are not paid will be dropped from the roster. New members who join after June 30th will pay one-half of the current dues.

Section 2 – All residents and/or property owners of the Tampa Palms community, plus members of the Tampa Palms Golf and Country Club are eligible for membership. Membership may continue as long as dues are current. Members in good standing who move from the Tampa Palms area or drop their membership from the TPG&CC may continue their membership as long as they maintain current dues. If they do not continue to pay their annual dues, they shall not be entitled to join the Club should they decide to do so at a later date.

ARTICLE IV – OFFICERS

Section 1 – The elected officers shall be President, Vice-President, Secretary, Treasurer, Membership Chair, Charities Chair and Activities Chair(s).

Section 2 – In September, the President shall appoint a nominating committee of five members. The members of the Nominating Committee shall meet to propose a slate of officers and acquire each nominee’s consent to serve. The proposed slate of officers shall be presented in writing, or by email, to the membership prior to the November meeting. The slate of officers shall be voted in by the majority vote of the members present at the November meeting. At the November meeting, nominations shall be accepted from the floor with the prior consent of the nominee.

Section 3 - Elected officers shall be installed in January. The term of office shall be for one Club year, beginning with the installation.

Section 4 – The elected officers of THE TAMPA PALMS WOMEN’S CLUB, INC. shall be voting members and called the Executive Board. The General Board shall consist of the Executive Board plus the Standing Committee Chairs.

Section 5 – The Club and its officers and committee chairs have no liability for loss, damage or injury to persons or property.

Section 6 – Vacancies of elected officers shall be filled by appointment of the Executive Board.

Section 7 – All fund raising activities, including organizational plans and contractual agreements, shall be brought before the Executive Board for approval prior to implementation.

ARTICLE V – DUTIES OF OFFICERS

Section 1 – The President shall preside at all regularly scheduled general meetings and General Board meetings, and shall be an ex-officio member of all committees, with the exception of the Nominating Committee. She shall appoint committees, oversee all activities of the Club, and call special meetings of the officers or committees, if necessary, for the proper function of the Club.

Section 2 – The Vice-President shall take the place of the President in her absence, assist the President, and serve as Program Chair.

Section 3 – The Secretary shall record the minutes of each regularly scheduled general meeting and all Board meetings. In addition, the Secretary shall write all necessary correspondence and maintain current and past records of the Club.

Section 4 – The Treasurer shall keep all funds of the Club, pay all bills incurred by the Club, keep accurate records, report monthly, file necessary government reports, and recommend to the Board all matters of policy related to the finances of the Club, including the development of the budget. The incoming Treasurer shall present the proposed annual budget to the Board at its February meeting each year.

Section 5 – The Membership Chair shall keep a current membership file, collect and forward all dues to the Treasurer, be responsible for the membership directory, provide name tags for regularly scheduled meetings and, with the Activities Chair(s), be responsible for the New Membership Brunch.

Section 6 – The Activities Chair(s) shall plan and coordinate field trips and activities. These activities shall include, but not be limited to: the installation luncheon and, with shared responsibility of the Membership Chair, the New Membership Brunch.

Section 7 – The Charities Chair shall seek and investigate worthy organizations to be considered by the Board as recipients of philanthropic funds. These recommendations will be presented to the General Membership for approval. The Charities Chair shall serve as the liaison to all of the charities that are under consideration for donations from the TPWC.

ARTICLE VI – ADVISORY OFFICE

The immediate past President or her appointee shall act as Advisor to the Club for one year.

ARTICLE VII – STANDING COMMITTEES AND CHAIRS

Section 1 – The Sunshine Chair shall send cards and make phone calls to members as needed, and arrange for the USF honorarium when a member of the Club passes away.

Section 2 – The Hospitality Chair shall be responsible for, and may solicit volunteers to assist her with refreshments at regularly scheduled general meetings, and for coordinating the potluck luncheons.

Section 3 – The Newsletter Chair shall be responsible for the publication and distribution of the Club newsletter. She shall work directly with the Membership Chair to maintain a current e-mail distribution list.

Section 4 – The Public Relations Chair shall be responsible for promoting the Club and its purpose within the community. In addition, The Public Relations Chair shall be responsible for publicity releases.

Section 5 – The Scholarship Chair shall act as the liaison with the University of South Florida and our annual scholarship recipient.

ARTICLE VIII – MEETINGS

Section 1 - Meetings or activities shall be held the first and third Thursday of each month.

Section 2 – No children shall be allowed to attend meetings or activities.

ARTICLE IX – PARLIMENTARY AUTHORITY

Robert’s Rules of Order shall be used for meetings of the Club except when they conflict with the Bylaws of the Club.

ARTICLE X – AMENDMENTS

These bylaws may be amended by a vote of 2/3 of those present at a regular meeting, provided prior written notice of proposed changes has been given. Amendments shall become effective upon adjournment of the meeting at which they are adopted.

ARTICLE XI – DISSOLUTION

Upon dissolution of THE TAMPA PALMS WOMEN’S CLUB, INC. all funds shall be donated to another not-for-profit organization.

TPWC Bylaws as amended October 4, 2018