

# Friends of Bass Lake By-laws

## *quick reference*

- **The ‘membership’ is made up of all those who make a financial contribution to the organization in the current year. This group can organize non-board meetings and make recommendations to the board. They can also attend board meetings, but don’t vote. They can make nominations to fill vacancies on the board. They can serve on committees that answer to the board and work on outdoor projects approved by the board.**
- **Board members (Directors) serve a three-year term. They have a fiduciary (good faith) duty to the charitable mission of the corporation. This mission is detailed in the Articles of Incorporation with rules set forth in the by-laws. Directors make decisions concerning the functions and work of the corporation. They approve all capital expenditures. They vote on officers and directors.**
- **Officers are elected at the first meeting of the new year. These positions include president, treasurer, secretary, and vice- presidents.**
- **The President is the principle executive officer. Shall supervise and control all business. Presides over all officer meetings. Carries out the will of the board.**
- **The Secretary keeps minutes, sends notices, keeps records, keeps register of members.**
- **The Treasurer is responsible for all funds.**