Crenshaw Community Park

BYLAWS

Article I: Name, Board Membership, Responsibilities

The name of this organization is the Crenshaw Community Park Board of Directors. The park is located in the Crenshaw Community of Wetumpka in Elmore County Alabama.

The Board of Directors shall be comprised of five members appointed by the Elmore County Commission. Each term shall be for a period of four years beginning April 1, 2018 except for the first appointments, which shall be for staggered terms as follows:

Seat #1 – April 1, 2018 through January 14, 2019
Seat #2 – April 1, 2018 through January 14, 2020
Seat #3 – April 1, 2018 through January 14, 2021
Seat #4 – April 1, 2018 through January 14, 2022
Seat #5 – April 1, 2018 through January 14, 2023

When a Board vacancy occurs, the Board Chair will notify the Elmore County Commission of the vacancy in writing. The Board may recommend a member to the Commission to appoint to its membership. All vacancies shall be filled in the manner by which members are normally appointed and filled.

There are no term limits for Board members. Board members serve without compensation. One of the five Board positions will be held for a member of the Crenshaw family.

A Board member may be removed from the Board only by a majority vote of the appointing authority, i.e., the Elmore County Commission, and only upon showing good cause. Board members desiring to resign before the appointed term is completed must send a letter of resignation to the Elmore County Commission.

Article II: Meetings, Meeting Notices

The Board shall meet on the first Sunday of September, January, March, and June at 4:00 p.m. at Crenshaw Park. The Annual Meeting will be held in September for the purpose of electing officers. The Secretary-Treasurer shall be responsible for posting all Board Meeting dates, time, and location in the Elmore County Courthouse at least five days in advance of a Meeting.
The Board will abide by Robert’s Rules of Order, latest revision, and it shall govern the proceedings of the Board and its Committees to the extent applicable. A quorum of the Board consists of three members.

Special Meetings may be held at anytime when called by the Chairperson or at the request of two members. All Board Members and the Elmore County Commission must be notified at least five days in advance of a Special Meeting. Only items on the announced Agenda may be considered during a Special Meeting. The Secretary-Treasurer is responsible for posting the meeting time, date, and location in the courthouse.

The Board Chairman may call an Emergency Meeting in which case the five-day requirement will not apply. However, the Secretary-Treasurer is responsible for posting the meeting time, date and location in the courthouse. Only items on the announced Agenda may be considered during an Emergency Meeting.

**Article III: Officers and Duties**

The Officers of the Board shall be Chair, Vice Chair, and Secretary-Treasurer.

Officers shall be elected every two years at the regular September Board meeting. Officers shall take office in October to serve one term. There is no limit to the number of terms an Officer may serve.

The Chair shall preside at all meetings, appoint all committees, authorize calls for Special Meetings, and perform the duties of presiding officers. The Chair will serve as an ex-officio member of all committees except the Nominating Committee. The Chair will notify the Elmore County Commission in writing of any vacancy as it occurs.

The Vice-Chair will preside at meetings when the Chair is absent. If the Chair resigns or is removed from office, the Vice-Chair assumes the office the Chair until the next regular election of officers in September.

The Secretary-Treasurer will keep an accurate record of all proceedings of the Board Meetings, have custody of the Minutes, maintain attendance records, and will serve as the Chair of the Finance Committee. The Secretary-Treasurer is responsible for posting all meeting notices in compliance with Alabama’s Open Meetings Act 2005-40.

The Board may function as a Committee of the whole without appointment of standing committees.

`Article IV: Order of Business for a Regular Meeting`

Parliamentary procedure is the accepted method of conducting business, which allows everyone to be heard as part of an orderly process. Robert’s Rules of Order, Newly Revised is normally used as the basis for parliamentary procedure.
The order of business for each Regular meeting of the Board shall include the following, not necessarily in the order listed:

Call to Order
Prayer
Roll Call
Minutes of the Previous Meeting
Correspondence to the Board
Recognition of Visitors
Unfinished Business
New Business
Remarks
Adjournment