

WINTERSET ACTIVITIES Committee BYLAWS

Effective November 1, 2018

ARTICLE I: PURPOSE AND RESPONSIBILITY

SECTION 1: This Committee shall promote continued cooperation, friendly relationships and activities for all residents of Winterset Park. The Committee shall also be a liaison between the Park residents and Management on matters of serious concern for everyone.

SECTION 2: (a) It shall maintain financial records and approve of expenditures that relate to the common interests of Park residents. This is not intended to prohibit activity groups, such as shuffle, golf, etc. from managing their own affairs.

(b) Requests for money from the Committee must be presented to the full board for approval prior to the purchase. Requests will be approved/not approved based on the availability of funds, activity meeting Park standards of conduct and maintaining consideration of needs across all activities.

SECTION 3: The Activities Committee will assure summer activities will continue without interruption by seeking a representative(s) from year round residents to act as coordinator(s). The Activities Committee will provide necessary funds to carry out their activities.

ARTICLE II: HISTORY

The Management recommended Activities Committee, consisting of five members, was established by Winterset residents on Wednesday, February 15, 1989, each member to serve two year terms. In February 1993, it was amended to have three-year terms with staggered anniversary dates.

ARTICLE III: ELECTIONS

SECTION 1: Elections shall be held annually on the second Friday in March for those offices being vacated the following Nov. 1. Voting shall be by secret ballot from 12 noon until 4:30 P.M. in the recreation hall.

SECTION 2:

Absentee ballots with envelope, will be available in advance of the election from the Committee Secretary. Sealed ballots shall be returned to the Secretary who will remove their names from the eligible voters list and deliver them unopened to the election Tellers on

election day.

SECTION 3: All nominations for the annual election must go through the Nominating Committee. Nominations will be closed at 4:00 P.M. Tuesday before the last Wednesday in February.

SECTION 4: Qualified individuals may request their names be placed in nomination by informing the Nominating Committee in writing prior to the closing of nominations.

SECTION 5: Nominees must be eligible voters who plan to arrive early November and stay until the end of March.

SECTION 6: Unit owners, their spouses, or two individuals who routinely share the cost of maintaining a unit, with paid up site rental, shall be eligible to vote. Renters for three months or more for two consecutive years, as well as motor home and travel trailer owners will be eligible to vote in their third year.

SECTION 7: A Committee of six Tellers appointed by the Activities Committee shall conduct the election. Names of the elected shall be posted on the bulletin board in the recreation hall immediately after tallying is final. Election results will be kept in strict confidence by the Tellers and Activities Chairperson. Each candidate may obtain his/her tally from the Activities Chairperson. The Activities Chairperson shall destroy the ballots one month after the election.

SECTION 8: Should there be only one person nominated for each position being vacated, that person shall be acclaimed by the Activities Chairperson, nullifying the need for an election.

ARTICLE IV: TERMS OF OFFICE

Each Committee member shall serve for a term of three years beginning November 1. The terms shall be staggered to allow for one or two offices to be filled at each annual election. The 2005 and 2007 annual elections will be to fill two vacancies each; the 2006 annual election will be to fill one vacancy. This schedule will continue indefinitely unless amended.

Elected Committee members who complete one full term will not be eligible to hold an office again until two years have elapsed. Should there not be a candidate to fill the vacating position and the existing officer wishes to stand, he/she may do so with the majority consent of the eligible voters.

ARTICLE V: MEMBERSHIP

SECTION 1: The five member Committee, including those recently elected, will decide which of them will act as Chairperson, Vice Chairperson, Secretary, Treasurer and Purchasing Agent. If considered advisable, the Activities Committee may select a Secretary or Treasurer, or both, from Park residents outside the Committee, but such person shall not have voting privileges. The Winterset Park Management may be invited to attend Committee meetings but without voting privileges.

ARTICLE VI: INABILITY TO SERVE

SECTION 1: A member of the Activities Committee unable or unwilling to serve the office to which elected or appointed shall notify the Chairperson, giving reason for vacating the office. A replacement to serve out the unexpired term shall be appointed by the Activities Committee. The Committee shall notify residents of the vacancy or pending vacancy at the next regular breakfast club meeting. Eligible voters interested in filling the unexpired term may submit their names to the Committee for consideration during a period scheduled by the Committee. The period for submission shall not be less than 10 days following the date of the formal notification. A similar appointment shall be made in the event of demise or moving from the Park. Individuals appointed under this Section must meet the eligibility standards established in Article III, Section 5. The Committee may re-elect office positions among themselves.

SECTION 2: Anyone completing a vacated term may run for office without waiting for two years to elapse as long as the time spent in office, if elected, will not exceed five consecutive years. A person appointed in the first year of a vacated term will be considered fulfilling three full years.

ARTICLE VII: NOMINATING Committee

SECTION 1: In January of each year a Nominating Committee shall be appointed by the Activities

Committee and will be composed of seven members, one from each street in the Park, if possible. Names of the Nomination Committee shall be posted in the recreation hall. The Chairperson of the Activities Committee will attend the first meeting of these seven members to review their responsibilities and to conduct the election of their Chairperson.

SECTION 2: One of the seven individuals shall be selected by their group to act as Chairperson and another to be Secretary. The Chairperson shall conduct Committee meetings, arrange meeting dates and coordinate the verification of nominees.

SECTION 3: A member of the Nominating Committee may become a candidate. In that event, Committee Chairperson will notify the Activities Committee Chairperson and, if deemed necessary, a replacement will be appointed at the discretion of the Activities Committee.

ARTICLE VIII: RESPONSIBILITIES OF NOMINATING COMMITTEE

SECTION 1: As a committee they shall review the eligibility of the candidates and verify their intention to stand.

SECTION 2: The Nominating Committee must advise prospective nominees that they are elected to serve on the Activities Committee, not elected to a particular office on that Committee.

ARTICLE IX: AMENDMENT TO BYLAWS

SECTION 1 (a) Any amendment or amendments to the By-laws shall be submitted in writing to the Activities Committee by a qualified resident at least thirty-30-days prior to the general election. The proposed amendment(s) shall be read and posted by the second Wednesday of February, read and debated on the third Wednesday but not voted on. Such amendment(s) shall become an election issue, and placed on a separate ballot, the outcome will be determined by a majority secret vote. If passed, the amendment or amendments shall become effective November 1 of that year.

(b) Should there be amendments to the bylaws, they shall be updated, reprinted and circulated to all residents every two years.