



Lakeside Swim and Racquet Club

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BYLAWS of LAKESIDE SWIM & RACQUET CLUB

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Bylaws of Lakeside Swim & Racquet Club

ARTICLE I: NAME

- A. The name of this non-profit, non-stock corporation incorporated under the laws of Virginia shall be Lakeside Swim and Racquet Club, as duly recorded with the Virginia State Corporation Commission via a Certificate of Amendment dated March 13, 1972, and hereinafter referred to as the "Club."
- B. The principal office of the Club shall be 2434 Swartwout Avenue, Henrico, Virginia 23228.
- C. The registered address for any and all purposes shall be the mailing address of the registered agent.

ARTICLE II: PURPOSE

- A. The purpose for which the Club is formed is to operate and lease clubs, club facilities, houses, residences, golf courses, swimming pools, tennis courts, dining facilities and all types of accommodations or amusement facilities for the benefit of the Lakeside Swim and Racquet Club, and their guests, and not for profit.
- B. The Club is organized and shall be operated exclusively for pleasure, recreation and other non-profit purposes of the membership.
- C. The Club shall have the right to make leases, deeds, deeds of trust, contracts and do all things incident to, but not limited to, the purposes listed above.

ARTICLE III: MEMBERSHIP

- A. The basic interest in the Club shall be known as a "**Membership**".
 - 1. The owner of such Membership will be known as the **member** and be a single person eighteen (18) years of age or older who has been accepted for the membership into one of the categories outlined herein and has met all current financial obligations to the Club.
 - 2. Upon joining the Club and at each renewal, the member shall be required to list all of those individuals residing with or in the member's home for which the member is requesting access to the Club pursuant to the membership category being requested and in accordance with these Bylaws and any rules established by the Club as authorized under these Bylaws.
- B. The categories of paid memberships for the Club shall be as follows:
 - 1. Household Membership

For purposes of this membership category a household member shall be defined as follows:

- a. The adult who owns the membership as outlined in Section (A)(1).

- b. The legal spouse of such member, or one other adult, that resides in the same house as the member.
 - c. The legal dependents of either the member, or their legal spouse, or the other adult who are under the age of twenty-four (24) and reside in the member's home.
 - d. Anyone under the age of twenty-four (24) for whom either the member, or the legal spouse, or the other adult is legal guardian and resides in the member's home.
 - e. Any adopted, foster or step-children under the age of twenty-four (24) of the member, or the legal spouse, or the other adult who reside in the member's home.
 - f. Any foreign exchange student in residence at the member's home under the age of twenty-four (24).
 - g. Any natural or adopted children of the member, or the legal spouse, or other adult under the age of twenty four (24) that do not reside in the member's home but have been listed on the initial membership application or a subsequent renewal.
 - h. The parents and/or grandparents of the member, or the legal spouse, or the other adult provided that they reside in the member's home.
 - i. Unmarried children of the member, or the legal spouse, or the other adult over the age of twenty-four (24) who reside in the member's home due to a handicap or infirmity.
 - j. Other than the individual who owns the membership, all other persons that qualify under this category of membership will be known as associate household members
 - k. Any person under a tenant, rental, roommate arrangement with a membership owner is not eligible for a dependent associate membership under this membership category.
2. Dual Membership

For purposes of this membership category a dual member shall be defined as follows:

- a. The adult who owns the membership as outlined in Section (A)(1).
- b. In addition to the person owning the membership, one of the following:
 - i. Another adult, residing in the same home as the member.
 - ii. A legal dependent of the member under the age of twenty-four (24) and resides in the member's home.
 - iii. A foreign exchange student, who is under the age of twenty-four (24), and resides with the member.
 - iv. A parent of the member residing in the same household.

- v. A grandparent of the member residing in the same household.
- c. This membership category is limited to a total of two (2) people.
- d. The person other than the individual owning the membership shall be known as an associate dual member.

3. Single Membership

For purposes of this membership category a single member shall be defined as:

- a. The adult who owns the membership as outlined in Section (A)(1).

4. Senior Single Membership

For purposes of this membership category a senior single member shall be defined as:

- a. The adult who owns the membership as outlined in Section (A)(1) and who is sixty five (65) years of age or older.

5. Senior Dual Membership

For purposes of this membership category a senior dual membership shall be defined as follows:

- a. The adult who owns the membership as outlined in (A)(1) and who is sixty five (65) years of age or older.
- b. This membership category is limited to a total of two (2) people.
- c. The person other than the individual owning the membership shall be known as an associate dual member.

6. Tennis-Only Membership

For purposes of this membership category a single Tennis-Only member shall be defined as:

- a. The adult who owns the membership as outlined in Section (A)(1).
- b. Tennis-only members have access to the facility's tennis courts year-round, weather permitting.
- c. Tennis-only members may enjoy the pool facilities, provided they pay the "guest" fee and attend with a full member.
- d. The yearly dues and fees for this membership category is currently less than membership for Household, but subject to increase as directed and decided by the Board of Directors. The new member entrance fee is the same as other membership categories.

- C. The Membership Committee as outlined below or the Executive Board may request proof of residence for anyone listed on the initial membership application or any subsequent renewal forms.
1. Such proof will consist of documents such as a driver's license, birth certificate, Federal or state tax returns, school documents with address, personal identification card, utility bill, and/or any other document which would serve as valid proof of the individual's residence.
- D. The Board of Directors may grant access to anyone in the member's home who does not qualify under the many criteria outlined above, provided that the following procedure is followed:
1. The member provides a written/email request to the Board at least thirty (30) days prior to the date Club access is requested.
 2. Such access is granted on a season-to-season basis or any other period of time that is specified in the member's written request.
 3. Additional fees may be required for this access on a case-by-case basis at the Board's discretion.
- E. Nothing in these Bylaws will prohibit the Board of Directors from establishing additional membership categories as they deem necessary in the future. Additionally, the establishment of any additional membership categories will not require that these Bylaws be amended so long as the new membership categories are approved by a majority vote of the Board of Directors at a regularly scheduled meeting of the Board.
- F. None of the 6 membership categories, as outlined above, shall be discontinued without a 2/3 vote of the Board of Directors in favor of discontinuing the membership category at a regularly scheduled meeting of the Board.
- G. Membership Application
- The following provisions apply to all applications for membership to the Club:
1. All applicants agree to abide by these Bylaws and any other Rules & Regulations established by the Board of Directors.
 2. All applicants must have a recommendation from the Membership Committee.
 3. All applicants must receive approval of the Board of Directors with a majority vote in favor of the application for membership.
- H. Transfer of Membership
1. The ownership of a Household, Dual, or Senior Dual membership may be transferred to another associate member already on the membership who is eighteen (18) years of age or older without cost and upon written/email notice to the Club. Transfer may result in a membership category change.

- a. All those individuals listed on the initial application or subsequent renewal forms who were granted access as dependent or associate members shall continue to have access to the Club upon such a transfer, provided they still meet the criteria for membership.
 2. Upon the death of a member, their legal spouse may have the membership transferred to their name through a written request to the Treasurer of the Club.
 - a. All those individuals listed on the initial application or subsequent renewal forms who were granted access as associate members shall continue to have access to the Club upon such a transfer, provided they still meet the criteria for membership.
 3. If a membership becomes subjected to a court-ordered liquidation, it shall be valued by the Club under the terms of repurchase listed below provided that written notice has been given to the Treasurer of the Club.
 4. All membership ownership transfers outlined herein require Board of Directors approval.
- I. Termination of Membership
1. A membership can be terminated through a transfer of such membership back to the Club pursuant to the following guidelines:
 - a. Only those memberships established prior to September 2, 1997, shall be eligible for the cash refund described herein:
 - i. The Club will pay the member \$125.00 for the terminated membership less any fees and/or dues that are unpaid from previous seasons.
 - ii. Such payment by the Club needs to be made within 120 days from the date a request to terminate the membership has been received by the Club.
 - iii. Terminations of memberships must occur between October 1st of the current season and April 30th of the following season, and payment that is required is subject to being reduced by the dues and fees for the current season and any penalty that may be determined by the Board of Directors.
 - iv. If during any 120-day-period, ten percent (10%) or more of the registered members attempt to terminate their memberships, the Board of Directors may reduce the amount it will pay for the terminated membership and/or declare a moratorium on all transfers for any length of time which the Board may deem to be in the best interest of the Club.
 - b. Any other membership may be terminated without payment by providing written notice to the Club.
 2. If a member changes their residence prior to June 1st of the current pool season, the Board of Directors, in its discretion, may vote to refund the dues and fees that the member paid for the

current season, if member indicates they now live too far away to drive to the pool on a regular basis and participate in Club-related activities.

3. A membership can be terminated as defined under Article V., Section F.

J. Honorary Memberships

1. In its discretion, the Board of Directors may elect and maintain honorary yearly memberships based on the following provisions:
 - a. No more than five (5) such memberships may be established on a yearly basis.
 - b. No entrance fee or annual dues and fees will be required for the honorary yearly member.
 - c. Such membership will have a one (1) year duration unless extended by the Board of Directors as it deems appropriate.
 - d. Criteria for such a membership will be established by the Board of Directors and may include the financial status of the potential honorary member as well as the number of individuals that would qualify as associate members under any other category of membership if not granted any honorary membership.
 - e. Any person residing in the honorary member's home who would have qualified as an associate member under any of the categories of membership, will be granted access to the Club as an associate honorary member.
 - f. Honorary members or anyone associated with an honorary membership may not hold office or vote, but will have all other rights, duties and privileges of regular members.
2. In its discretion, the Board of Directors may elect and maintain honorary lifetime memberships based on the following provisions:
 - a. No more than three (3) such memberships may be established each year.
 - i. The existence of prior honorary lifetime memberships will not hinder the Board of Directors from establishing up to three memberships indicated above.
 - b. Once established, such memberships will renew each year until the death of the honorary lifetime member or the termination of such membership by the member.
 - c. Such an honorary lifetime membership is an individual recognition and does extend to anyone else who might have qualified as an associate under any of the categories of memberships described above.
 - d. No dues or fees will be required annually for an honorary lifetime member.
 - e. Criteria for such a membership will be determined by the Board of Directors but shall include recognition of the individual's significant contributions to the Club.

- f. Honorary memberships and honorary lifetime memberships are non-transferable.

K. Limitations

- 1. Memberships shall be capped and should not exceed six hundred (600) members within all the various membership categories.

L. Miscellaneous

- 1. Religious institutions may purchase memberships pursuant to the following conditions:
 - a. Such membership is for the continuing use of their institutional heads.
 - b. Such membership purchases are at the discretion of the Board of Directors at a rate established by the Board.
 - c. At the time of a change in the leadership of the institution, the Board of Directors reserves the right to either continue the membership or terminate it.
 - i. If such membership is terminated, it will be transferred back to the Club pursuant to the provisions outlined in Article III, Paragraph E, all-inclusive if it so qualifies.
- 2. Discretionary Memberships
 - a. The Board of Directors, in its discretion, as recognition for the service to the Club, may choose to grant the President and the Chairperson of the Buildings and Grounds Committee a yearly membership without any dues or fees being required of them. Action is required by the Board each year to grant a discretionary membership under this article.

ARTICLE IV: FEES AND DUES

A. Entrance Fee

- 1. Each new member shall pay an entrance fee of at least \$350.00 to activate any type of membership with the Club.
- 2. If not already a member, any honorary membership as established by the guidelines above shall not be required to pay an entrance fee.

B. Dues

- 1. All members will pay annual dues and other fees as established by the Board of Directors.
- 2. The Board of Directors shall determine the amount, the terms of payment and any penalties for non-payment or late payment with respect to annual dues and fees..
- 3. In its discretion, the Board of Directors may reduce and/or eliminate dues and fees for the first year of membership in order to gain new members.

4. Honorary members will not be required to pay annual dues and fees so long as their honorary membership continues with the Club.

ARTICLE V: MEMBERS' RIGHTS AND DUTIES

- A. All use of the services and facilities of the Club by members, as outlined above, guests or any other person using such services and facilities shall be done in accordance with any rules and regulations as established by the Board of Directors.
- B. All guests using the services and facilities of the Club shall register at the registration desk at the entrance to the facility.
- C. A member will be responsible at all times for the conduct of any person associated with his or her membership or any guest of that member or guest of anyone associated with his or her membership.
 1. The member will be held liable for any negligent or willful damage done to any of the Club's property by anyone associated with his or her membership or any guest of that member or anyone associated with his or her membership.
- D. Members have the right to receive written or email notice of the annual meeting of the Club and any special meetings as outlined below.
 1. It is the responsibility of the member to inform the Secretary of the Club of any change of address in order that accurate records for the Club's membership be maintained.
- E. Each membership, as established by the guidelines set out above, shall be entitled to cast one (1) vote which shall be the vote of that entire membership at the annual meeting or a special meeting where members shall cast a vote.
 1. Such vote may be cast in person by the member, or someone representing that membership, or by proxy provided the proxy has been submitted in writing to the Secretary and has been verified by the President.
- F. Termination of Membership
 1. The Board of Directors upon an appropriate vote has the authority and discretion to terminate any membership based on the following criteria:
 - a. Non-payment of the annual dues and fees by the opening day of the season or any other agreed upon payment plan date.
 - b. Receipt of a recommendation from the Grievance Committee, based upon a majority vote therein, that a membership be terminated for good cause.
 2. Any decision to terminate a membership by the Board of Directors shall be binding and final.

- a. The membership, if it meets the requirements as established in Article III, paragraph D, shall be entitled to the refund as established therein.
- b. Following the closure of the pools for a summer season and before the end of the fiscal year, the Membership Committee shall prepare and deliver to the Board of Directors a list of all memberships whose owners did not pay the yearly dues and fees.
 - i. Based on non-payment of the yearly dues and fees under Article IV., Section B., the Membership Committee shall recommend termination and cancellation of the membership.
 - ii. The Board of Directors under its authority shall vote to terminate and cancel the membership for non-payment of yearly dues and fees. The Board reserves the authority not to cancel a particular membership should there be a compelling reason to take this action.
 - iii. Following a vote by the Board of Directors to cancel and terminate memberships, the Membership Committee Chairperson shall ensure that the termination action is applied to all memberships under this definition.
 - iv. Should any owner of a cancelled or terminated membership wish to reapply for Club membership in a later year, the applicant must apply as a new applicant and pay the new entrance fee as described under Article IV., Section A., unless the fee is waived by majority vote of the Board.

ARTICLE VI: MEETINGS

A. Annual Meeting

1. An annual meeting of the membership of the Club will be held on the second Thursday in October of each calendar year in Henrico County at a time and place to be determined by the Board of Directors. Meeting location can be physical or virtual at the Board's discretion.
2. Written notice of the annual meeting stating the date, time, place and purpose of the meeting shall be delivered not less than ten (10) days nor more than fifty (50) days prior to the date of the meeting to each member at the address (either physical or electronic) established in the records of the Club.
3. Ten percent (10%) of the membership either in person or by proxy are required at the annual meeting in order to establish a quorum necessary to transact any business at this meeting.
4. The purpose of the annual meeting, but not limited to this, will be to fill the five (5) expiring terms on the Board of Directors through the election of the nominees as presented by the Nomination Committee at this meeting.

B. Regular Meetings

1. The Board of Directors will meet the second Thursday of each month, unless changed for reasonable causes, at a time and place established by the Board of Directors.
2. No formal notice will be required to be provided to the general membership unless some issue requiring special notice as outlined below will be discussed at the regular meeting.
3. Regular meetings of the Board of Directors are open to the general membership of the Club.
4. The quorum required to conduct any business at a regular meeting will be a simple majority of the entire board.
5. Meetings can be held virtually, using videoconferencing systems like Zoom, WebEx, etc., or in person.
6. A regular board meeting will be held immediately following the close of the annual meeting in October of each year, unless the date is changed for just cause.
7. It is expected that the Board members make every attempt to attend the regular meetings either in person or by proxy. If by proxy, the proxy must be given to another Board member in written or electronic form for voting purposes prior to the start of the meeting and notifies the Secretary and President.
8. Electronic Voting Outside of a Called Meeting
 - a. Electronic voting is permitted as long as it follows the guidelines set forth in the Virginia Code. (§ 13.1-865)
 - b. If an item for Board action needs to be addressed before a Board meeting, the Board of Directors is permitted to conduct the LSRC business outside of a called meeting and in accordance with pre-established policies for electronic voting.

C. Special Meetings

1. Such meetings can be called by the Board of Directors, the President, or the membership upon written request to the Board of Directors by percent (5%) or more of the membership, or by (5) or more Directors upon written request to the entire Board of Directors.
2. Written or electronic/email notice of any special meeting stating the date, time, place and purpose of the meeting shall be delivered not less than ten (10) days nor more than fifty (50) days prior to the date of the meeting to each member at the address established in the records of the Club.
 - a. Notice of a special meeting to act on 1) an amendment to the Articles of Incorporation, 2) dissolution of the Club, and/or 3) a plan of merger or consolidation, shall require written notice to be delivered not less than twenty-five (25) days nor more than fifty (50) days prior

to the date of the meeting to each member at the address established in the records of the Club.

D. Attendance

1. A member will be considered present at any annual or special meeting set forth above if they are there in person, or can participate virtually, or has provided a proxy as established below, or has designated an adult associated with his or her membership to act on his or her behalf provided the member has provided such designation in writing to the Secretary of the Club.

E. Proxies for Annual or Special Meetings

1. Any member may provide a written or electronic proxy so that they may be counted toward the quorum so long as it is given to the Secretary and President in writing or electronically no less than 24 hours before the meeting.

ARTICLE VII: DIRECTORS

A. Number of Directors

1. In compliance with the "Restated and Amended Articles of Incorporation of Lakeside Swim and Racquet Club" dated December 6, 2010, it is established herein that the Board of Directors will consist of a maximum of fifteen (15) persons, one-third (1/3) of which will be elected each year at the annual meeting pursuant to the guidelines established herein.
2. The minimum number of directors required to govern the Club is eleven (11).

B. Elections

1. Candidates for the Board of Directors must either be Club members or a person associated with a member as defined in Article III of these Bylaws.
2. At least thirty (30) days prior to the annual meeting, the Board of Directors can elect a Nomination Committee composed of up to five (5) persons which will be responsible for nominating persons for election to the Board of Directors.
 - a. The members of the Nomination Committee shall either be members of the Club or associated with a member as defined in Article III.
 - b. Not more than (2) members of the committee shall be on the current Board of Directors.
 - c. All five members should be from different households.
 - d. The committee shall serve a one-year term unless requested to serve longer by the Board of Directors.

- e. The committee shall select enough nominees to fill the terms on the Board of Directors which will be expiring at the annual meeting, while seeking sufficient nominees to achieve the maximum number of Directors permissible.
 - f. The President shall be an ex-officio member of the Nomination Committee.
 - g. The committee will at the first regular meeting following the annual meeting propose a slate of individuals to serve as officers of the Club and these individuals must already be Directors.
3. Persons who have previously served on the Board of Directors must wait at least one (1) year before being nominated to serve again or before filling an unexpired term of a Director who has left the Board.
 - a. EXCEPTION: A person may be eligible if they have served no more than eighteen (18) months on the Board of Directors prior to the annual meeting.
 4. No more than one (1) member of a membership may serve on the Board at one time and this includes being an officer as the officers are elected from the Board of Directors at the first regular Board meeting following the annual meeting. Nominations for the Board may be made from the floor at the annual meeting, and nominations for officers may be made from the floor at the first regular meeting following the annual meeting.

C. Duties of Directors

1. All Directors must act with due diligence and in the best interests of the overall operation of the Club.
2. The Board of Directors shall be responsible for reviewing all membership applications.
3. The Board of Directors shall generally manage and conduct the business of the Club.
4. The Board of Directors shall establish the Rules & Regulations that govern the daily operations of the Club and its facilities and shall delegate the authority necessary to enforce those rules and regulations to the management of the facility.
5. The Board of Directors shall have the right to select legal counsel for the Club as it deems necessary.
6. All Directors are expected to attend the regular meetings of the Board either in person, or by virtual attendance, or by proxy and the failure to do so can lead to the Director's being removed from their position on the Board.
 - a. Any Director missing three (3) or more regular meetings may be asked to resign from the Board.
 - b. In its discretion the Board may remove a Director missing three (3) or more meetings for cause if such member refuses to resign.

7. For good cause shown, a Director may be removed from the Board following a two-thirds (2/3) vote of the entire Board voting in favor of removal.

D. Vacancies

1. Any vacancy that occurs on the Board of Directors must be filled within thirty (30) days of the vacancy occurring, if the vacancy causes the Board to fall below the required minimum eleven (11) Directors necessary to govern the Club.
2. The Nomination Committee shall be required to maintain a list of candidates who would be willing to fill a vacancy should one occur.

ARTICLE VIII: OFFICERS

- A. The elected officers of the Club shall be elected for a one-year term at the first regular meeting of the Board of Directors following the annual meeting based on the list of candidates presented by the Nomination Committee.
- B. The elected officers of the Club shall be the President, the Vice President, and the Secretary.
1. The Treasurer shall be an officer of the Club, but shall be **appointed** by the Board of Directors.
- C. The President shall have the following powers and authority:
1. Preside at all meetings of the Board of Directors and/or the membership.
 2. Shall appoint the Chairperson of each of the Standing Committees outlined in Article IX.
 3. Shall not have the right to cast a vote unless there is a tie.
 4. Shall appoint two (2) Directors to each standing committee.
 5. Shall have the right to co-sign any check on behalf of the Club.
- D. The Vice-President shall have the following powers and authority:
1. In the absence of the President, preside at all meetings of the Board of Directors and/or the general membership.
 2. Shall be a member of the Management Committee.
 3. Assume the duties and responsibilities of the President should that office become vacant.
 4. Shall have the right to co-sign any check on behalf of the Club.
- E. The Treasurer shall have the following powers and authority:

1. Shall receive all monies related to any activity associated with the Club and deposit such monies in the banking accounts maintained by the Club.
2. Shall maintain the financial records of the Club.
3. Shall make a monthly report to the Board of Directors on the financial condition of the Club.
4. Shall be an ex-officio member of the Finance Committee.
5. Shall make a financial report to the general membership at the annual meeting in October of each year.
6. Shall have the primary right to co-sign any check on behalf of the Club.
7. Shall maintain a current listing of all members of the Club.
8. Is required to be bonded to the satisfaction of the Board of Directors.
9. May be compensated at a rate established by the Board of Directors.
10. The Treasurer shall not have any voting right on matters before the Board of Directors, unless the Treasurer is serving a term as an elected Director.

F. The Secretary shall have the following powers, authority, and duties:

1. Shall record the minutes of all meetings, whether in-person or via videoconferencing, of the Board of Directors and/or the membership and ensure that the minutes records are maintained or stored in a repository for historical purposes.
2. Shall notify all members of any meetings for which these Bylaws require notice to be given, including printed and virtual notifications.
3. May be compensated at a rate established by the Board of Directors.
4. Shall have the right to co-sign any check on behalf of the Club.
5. Shall have access to the Club's email account and manage incoming and outgoing communications/emails to members or to public requestors of information pertaining to LSRC.
6. Shall have the responsibility to prepare and send correspondence to all USPS members who should receive important LSRC notices and who do not have an email address.

ARTICLE IX: COMMITTEES

- A. The following committees shall be established as Standing Committees for the Club: Management; Buildings and Grounds; Tennis; Finance; Swim; Membership; Recreation; Grievance, and Nomination.

B. Management Committee

1. Shall screen and make recommendations to the Board of Directors regarding applicants for employment.
2. Advise the Board in matters concerning personnel and operation of the Club.
3. With the approval of the Board of Directors, enter into contracts with all pool personnel and vendors and suppliers for necessary goods and services.

C. Buildings and Grounds Committee

1. Shall make sure that all Club facilities are kept in a safe and attractive condition.
2. With the approval of the Board of Directors, enter into any necessary contracts required to meet these requirements.

D. Tennis Committee

1. Shall be responsible for conducting the Club's tennis activities.
2. Shall advise the Board on the condition of the Club's tennis facilities and make valid recommendations for tennis property improvements.
3. With the approval of the Board, select and hire instructors and or coaches for any tennis program.

E. Finance Committee

1. Shall oversee the financial condition of the Club.
2. Shall have an audit or financial review conducted annually of the Treasurer's financial records for the Club by a Certified Public Accountant or an accounting official and present the report to the Board of Directors.
3. Shall prepare an annual, detailed budget for presentation to the Board.
4. With the approval of the Board, enter into any appropriate contracts.
5. Shall participate, advise, or make recommendations in any Board discussions on the subject of the Club's seeking a loan or line of credit.

F. Swim Committee

1. Shall conduct all swimming, diving and related programs.
2. Shall advise the Board in all matters concerning the swim facilities of the Club.

3. With the approval of the Board, select any swimming, diving and/or synchronized coaches for employment by the Club.

G. Membership Committee

1. Shall recommend to the Board all new applicants for membership after proper review and shall recommend to the Board all applicants for membership transfers.
2. Shall publicize or market the activities of the Club to maintain membership levels or to obtain new memberships and facilitate financial health of the Club. 3. The Chairperson of this committee shall be the Club's representative to the Lakeside Business Association.
4. Shall be the committee responsible for maintaining thorough membership records for the Club.
5. Shall recommend to the Board before the end of the fiscal year all memberships for cancellation or termination due to failing to pay the yearly dues and fees or other valid cause for termination.

H. Recreation Committee

1. Shall be responsible for organizing all social events for the Club.

I. Grievance Committee

1. Shall hear all complaints against any member and/or officer.
2. Make any necessary recommendation to the Board based on the outcome of any hearings.
3. Make any recommendations to the Board concerning the termination of a membership or the removal from office of either a Director and/or officer.

J. Nomination Committee

1. Shall be responsible for presenting a slate of candidates to be elected to the Board of Directors at the annual meeting and other times when a vacancy of the Board occurs.

ARTICLE X: CORPORATE SEAL

- A. The seal of the Corporation shall be "Lakeside Swim and Racquet Club, Inc."

ARTICLE XI: PARLIAMENTARY AUTHORITY

- A. Robert's Rules of Order, most recently revised edition, shall be the parliamentary authority of the Club. If a conflict exists with these Bylaws, these Bylaws shall control.

ARTICLE XII: AMENDMENT OR REPEAL

- A. Provided that the notice requirement as described herein has been met, these Bylaws may be amended, altered, or repealed by a simple majority vote of those members present at a **special** meeting called for that purpose.

ARTICLE XIII: DISSOLUTION

A. Procedure

1. In order to dissolve the organization a written request from at least ten percent (10%) of the members must be received by the Board of Directors.
2. Upon receipt of the written request the Board of Directors shall give notice to the entire membership that a request for dissolution has been received from the membership.
3. The notice shall set forth the date, time, and place that a meeting will occur to discuss and vote on the proposal for dissolution.
4. The notice must be sent at least twenty-five (25) days and not more than fifty (50) days prior to the date of the meeting.
5. The meeting to discuss the proposal can be a regular board meeting so long as that meeting falls within the time frame described by the notice requirement.
6. A quorum as previously outlined in these Bylaws must be present at the meeting and it will require a three-fourths (3/4) vote in favor of dissolution for the Club to be dissolved.
7. If the motion for dissolution passes, the assets of the Club will be reduced to cash within a year or as soon as practical.
8. The cash assets will then first be used to pay off the debts, liabilities, and obligations of the Club.
9. Following the settlement of all debts, liabilities and obligations of the Club, any remaining cash assets will be distributed equally to members (as defined under Article III., Section A., 1.) in good standing minus anything such member would owe the Club.

ARTICLE XIV: NOTICES

- A. Any and all notice requirements described herein shall be deemed to have been satisfied if the notice is: (a) deposited with the United States Postal System, postage prepaid, to the member whose name and address appears on the records maintained by the Club, or (b) is sent electronically to an address designated by the member.

ARTICLE XV: FACILITY RENTAL

- A. Although the facilities of the Club may not be leased on a long-term basis, the Board of Directors will consider any application for use of the facilities by non-member groups or organizations provided that such requests are presented to the Board of Directors at least thirty (30) days prior to the date of the event.

- B. The Board of Directors will establish the reasonable charges for the use of the facilities and payment will be made to the Club at least ten (10) days prior to the date of the event.

End of Bylaws document.