

Bylaws

Friends of the Billerica Dog Park Committee

ARTICLE I: Name and Location

1.1 - The name of the organization is Friends of the Billerica Dog Park Committee, also known as FBDP, and the Billerica Dog Park. The principal office of the corporation shall be in Billerica, Massachusetts.

ARTICLE II: Purpose

2.1 -FBDP is organized exclusively for charitable and educational purposes within the definition of section 501(c)(3) of the Internal Revenue Code. FBDP is dedicated to educating all people as to the responsibilities and benefits of pet ownership and supporting the development of dog parks as environmentally compatible areas for enjoyment and recreation.

2.2 - Notwithstanding any other provisions of these Articles, FBDP shall not conduct any activities not appropriate for (a) an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Revenue Law) or (b) an organization contributions to which are deductible under 170(c)(2) of the Internal Revenue Code of 1986 (or the corresponding provision of any future United States Internal Revenue Law).

2.3 - No substantial part of the activities of FBDP shall consist of distributing propaganda or intervening in any political campaign.

2.4 - No part of the net income or assets of this organization shall inure to the benefit of any officer or member or to the benefit of any private person.

ARTICLE III: Membership

3.1 - Qualifications. The General Membership of FBDP shall be open to anyone supportive of our purpose, regardless of place of residence.

ARTICLE IV: Meetings of Members

4.1- Membership Meetings. General Membership Meeting shall generally meet monthly. Meetings shall be held for the purpose of handling any business that should arise.

Article V: Executive Committee, also known as the Directors

5.1- Committee Role, Size, Compensation. The Executive Committee is responsible for overall policy and direction of the FBDP. The Executive Committee shall have up to twelve (12) members. Executive Committee members receive no compensation.

5.2- Regular Meetings. The Executive Committee shall generally meet monthly, at an agreed upon time and place.

5.3 - Voting. Each Member is entitled to one vote. Voting by proxy is not allowed. Motions pass by majority vote of those present.

5.4- Terms. All Executive Committee members shall serve a one-year term, and are eligible for re-election.

5.5- Quorum. A meeting must be attended by at least 50 percent of the members before business can be transacted or motions made or passed.

5.6- Election of Executive Committee. Executive Committee members will be elected from the General Membership, by a simple majority vote of the General Membership present at the October meeting.

5.7 - Election of Officers. Officers will be elected from the Executive Committee, by a simple majority vote of the Executive Committee present at the October meeting.

5.8- Officers and Duties. There may be up to four officers of the Executive Committee, consisting of a Chair, Vice Chair, Secretary, and Treasurer. Duties are as follows:

5.8.1 - The **Chair** shall convene regularly scheduled Committee meetings. The Chair or their designee shall act as the organization's agent, signing and executing all authorized documents.

5.8.2 - The **Vice Chair** shall assist the Chair and assume the Chair's duty as required.

5.8.3 - The **Recording Secretary** shall be responsible for keeping records and taking minutes.

5.8.4 - The **Treasurer** shall maintain finances, and make a report at Committee meetings.

5.9- Vacancies. The Executive Committee may also elect additional members to fill vacancies throughout the year.

5.10- Resignation and Termination from the Executive Committee must be in writing. A Committee member shall be removed from the Committee if she or he has three unexcused absences from regular Committee meetings in a year.

ARTICLE VI: Amendments to the Bylaws

6.1 - Amendments. These Bylaws may be amended at any Executive Committee meeting by a majority vote of the eligible members, based upon quorum set in Article 5.2. The proposed amendment shall have been sent to all members not later than seven (7) days prior to the meeting at which a vote shall be taken.

ARTICLE VII: Miscellaneous

7.1 - Parliamentary Authority. The rules in the current version of Roberts Rules of Order, Newly Revised shall govern FBBDP in all cases in which they are applicable and provided they are not inconsistent with FBBDP Bylaws or any rules FBBDP may adopt.

7.2 - Fiscal Year. The fiscal year of FBBDP shall be from January 1 of a given year through December 31 of that same year.

7.3 - The Executive Committee may appoint/hire consultants or counsel as deemed necessary to transact business of FBBDP.

7.4 - Editorial Changes. The Executive Committee may make editorial changes in the text that do not constitute amendments to these Bylaws including such changes as are ordered by the appropriate authority in accordance with incorporation in the State of Texas.

7.5 The bylaws go into effect April 14, 2020

Certificate of Secretary

I certify that I am the duly elected Secretary of Friends of The Billerica Dog Park and that the foregoing Bylaws comprise the Bylaws of FBBDP. These Bylaws were duly adopted at the meeting held on the 13th day of April in the year 2020.

Dated: 4/14/20

Signed: 

Secretary, Brenda Komarinski