



# **BYLAWS OF THE**

# **SHORE DRIVE**

# **COMMUNITY COALITION**

Adopted February 26, 2001  
Amended June 25, 2001  
Amended November 24, 2003

# BYLAWS OF THE SHORE DRIVE COMMUNITY COALITION, INC.

## **Article I. Name**

The name of the organization shall be the Shore Drive Community Coalition, Incorporated hereinafter referred to as the SDCC.

## **Article II. Purpose**

### Section I. Intent

The SDCC shall be a nonprofit organization, operated exclusively for the purposes beneficial to the interests of the residents/property owners along the Shore Drive corridor. All executives of the SDCC shall serve without compensation from the organization. No part of the income or net earnings from the organization shall inure to the benefit of any private shareholder or individuals.

### Section II. Objectives

- A. To provide a unified "Voice" for the community that will work with the City of Virginia Beach and the Shore Drive Advisory Committee (if in existence) to better the quality of life along the Shore Drive corridor.
- B. To provide proactive assessments and reactive solutions to civic issues concerning the entire Shore Drive neighborhood.
- C. To organize and encourage participation in an annual local event that promotes community friendship and camaraderie.
- D. To act as an effective communication tool that provides pertinent information to all of the Shore Drive corridor organizations.

## **Article III. Members**

### Section I. Membership

- A. Any civic, condominium, apartment or townhouse organization, and merchants' association within the general boundaries (North-Chesapeake Bay; West-Little Creek Amphibious Base, Pleasure House Road; South- First Court Road, Pleasure House Creek, Lynnhaven River, Broad Bay; East-First Landing State Park) shown on Figure 1, whose membership is approved by the SDCC Board of Directors, may become a Class A member organization of the SDCC.
- B. No religious or denominational group, fraternal organization, partisan political organization, trade or professional union shall be eligible for Class A membership in the SDCC.
- C. To become a Class A member of the SDCC, an organization must have a constitution or bylaws and elected officials.
- D. The Class B (General) members of the SDCC shall be all of the members of the SDCC Class A member organizations, provided that they are members in good standing with their respective organizations.
- E. Committee members shall be Class B members.
- F. Each Class A member organization shall pay the SDCC a membership fee of \$25.00 during January of each fiscal year. Class A member organizations not paying the membership fee by June 30 of the fiscal year will no longer be members of the SDCC until the organization reapplies for membership.

## Section II. Voting Responsibilities

- A. Board of Directors - Voting members (Directors) shall be one designated representative of each Class A member organization in good standing. Each Class A member organization shall appoint one Director and one alternate, who shall be members in good standing within their own respective organization. Directors must be registered with the SDCC secretary. Email or telephone voting for special votes between regularly scheduled meetings may be called by the President with 5 day prior notice by email or telephone.
- B. General Membership – Class B General members shall have voting privilege for the SDCC Bylaws and election of SDCC Officers. Voting Class B members shall be all of the members of the Class A SDCC member organizations, provided that they are members in good standing with their respective organizations.

## **Article IV. Officers**

### Section I. Composition

The SDCC Officers shall be composed of a President, Vice-President, Secretary and Treasurer. The Officers shall administer to the general affairs, overall direction and day-to-day operation of the SDCC.

### Section II. Qualifications

Any Class B member qualifying as such under Article III, Section I, except any person holding or filing for elective public office may eligible for election to office in SDCC. An Officer may also be a member or alternate of the Board of Directors

### Section III. Duties

- A. President – The President shall preside at all meetings and appoint chairpersons to all committees. Chairperson appointments are subject to the approval of the Board of Directors. The President can also authorize the payment of bills that are \$100.00 or less.
- B. Vice-President – The Vice-President shall preside in the absence of the President.
- C. Secretary – The Secretary shall keep a record of all meetings (General & Board of Directors) and a roll of all members present at the meetings. The Secretary shall present this information to the Board of Directors and/or General members when requested.
- D. Treasurer – The Treasurer shall deposit all money in the bank to be designated and approved by the Board of Directors. The Treasurer shall also pay out money only when authorized to do so by the President or the Board of Directors. However, the Treasurer may issue checks up to \$100.00 for administrative expenses without the prior approval of the Board of Directors or the President.
- E. The Treasurer shall also keep records of all monetary transactions

### Section IV. Elections

- A. The Officers shall be elected at the annual elective meeting by a secret ballot or a voice vote. A majority of the Class B General members attending shall elect. The annual elective meeting shall be at the November monthly meeting. In the case there is but one nominee for an office, the election shall be by voice.
- B. The Officers shall serve a term of one year with no limit to the number of consecutive terms in the same office.
- C. The Officers shall assume their official duties starting on January 1<sup>st</sup>.

## Section V. Nominations

A nominating committee shall be appointed by the President at the September monthly meeting and shall consist of 3 Class B general members. Further nominations may be made from the floor at the regular elective meeting. No nomination may be made either by the nominating committee or from the floor without prior consent of the nominee. The slate as proposed by the nominating committee shall be read at the regular meeting in October and shall be mailed and/or E-mailed to all member organizations with the notice of the November meeting.

## Section VI. Vacancies

Vacancies in offices other than the President shall be filled by appointments made by the President subject to the approval of the Board of Directors. The appointments shall complete the remaining term of the vacant office. The Vice-President shall fill a vacancy in the office of President.

# **Article V. Board of Directors**

## Section I. Composition

The SDCC Board of Directors shall consist of one (Director) designated representative of each Class A member organization in good standing. Each member organization shall appoint one Director and one alternate, who shall be members in good standing within their own respective organization.

## Section II. Qualifications

Any Class B member qualifying as such under Article III, Section I, excepting any person holding or filing for elective public office. A Board of Director member may also be an SDCC Officer.

## Section III. Duties

- A. Determine what issues the SDCC shall endorse.
- B. Make proactive and reactive decisions based on committee input.
- C. Make approval on all expenditures over \$100.00.
- D. Approve all committee subjects and committee chairpersons.
- E. Appoint one SDCC Class B member in good standing as liaison to associations, commissions, and other organizations as desired.

## Section IV. Appointments

Every year, each Class A member organization in good standing shall submit the names of a representative (Director) and an alternate to the SDCC secretary by the regular January meeting.

## Section V. Vacancies

Vacancies for the representative positions (Directors) shall be filled automatically by the alternate. The Class A member organization shall submit a new name to take the place of the alternate or the original representative. Vacancies in the alternate position shall be filled by the member organization. The SDCC secretary's records will be updated accordingly upon notification from the member organization of the corresponding replacements.

## **Article VI. Meetings**

### Section I. General meetings

The general membership meetings shall be held on the last Monday of each month at 7:30pm unless otherwise specified by 2/3rds vote of the general Class B members at a regular meeting and shall be held at such time and place as shall be determined by the Board of Directors. Other general meetings may be held when necessary and may be called by the President or by a majority of the Board of Directors with notice being given at least ten days prior to such a meeting to all designated representatives of the member organizations.

### Section II. Board of Directors meetings

Board of Directors meetings will be held when necessary and may be called by the President or by a majority of the Board of Directors with notice being given at least ten days prior to such a meeting to all Directors (designated representatives of the Class A member organizations). The SDCC Officers should be present during the Board of Directors meetings. If the SDCC secretary is not present, the Board of Directors shall designate a temporary secretary to keep a record of the meeting. All Board of Directors meetings shall be open to general Class B members.

## **Article VII. Quorum**

### Section I. General Meetings

A quorum at a General Membership meeting shall consist of five (5) or more persons entitled to vote. A minimum of three (3) of these persons shall come from different member organizations.

### Section II. Board of Directors Meetings

A quorum at a Board of Directors meeting shall consist of four (4) or more persons entitled to vote and at least one (1) SDCC Officer. The SDCC Officer, if a Board of Directors member, may be one of the four voting persons.

## **Article VIII. Fiscal Year**

The fiscal year of the SDCC shall begin on January 1 and end on December 31.

## **Article IX. Parliamentary Authority**

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern the SDCC in all cases in which they are applicable and in which they are not in conflict with the articles of incorporation or the Bylaws of the SDCC.

## **Article X. Amendments**

Amendments to the Bylaws may be made by a 2/3 majority vote of voting Class B members present at any regular meeting of the SDCC, provided the amendment has been read at the previous regular monthly meeting and has been distributed to the duly designated representatives of the Class A member organizations and to all members of the Board of Directors at least ten days prior to the meeting.