

Constitution and Bylaws
for
BALDWIN LAKE ASSOCIATION

Adopted April 13, 1994

ARTICLE I: NAME

The name of this Association shall be Baldwin Lake Association, a not-for-profit organization.

ARTICLE II: PURPOSE

The purpose of this Association shall be:

1. To **promote the education of riparian property owners, watershed residents and other users of Baldwin Lake** about water quality and water safety; examples could include but are not limited to,
 - historical data
 - boater safety
 - water safety
 - lake etiquette
 - any / all applicable laws

2. To **communicate issues which concern the lake environment and support the measurement and evaluation of hydrological data of Baldwin Lake**, these could include but are not limited to,
 - monitoring of the water supply in the lake and watershed
 - maintenance of water quality
 - mosquito control
 - waterfowl control
 - testing for water clarity or quality
 - maintenance of the Baldwin Lake landing

3. To **liaise with local government, State of Michigan, environmental and riparian entities to assist in planning and proactive measures affecting the lake; to make informed decisions about policies that affect Baldwin Lake and promote understanding among the riparian property owners and other users of Baldwin Lake** with regard to issues including but not limited to,
 - proposals for county and township policies affecting Baldwin Lake

- information from Michigan Lakes & Streams
- information regarding lake analysis

4. To **promote community, inclusion and cooperation through communication, social events and / or acts of service.** These could be in collaboration with adjoining lake associations, community organizations and / or businesses.

(Amended July 2022)

ARTICLE III: MEMBERSHIP

Section 1

The term "**member**", as used herein, **is defined as** either a single person eighteen (18) years or older, or a family unit, or a corporate entity, or several individuals acting as a single party (insofar as their activity or interest in Baldwin Lake is concerned), **owning** property on Baldwin Lake.

For purposes of voting, one person shall act to represent the member(s) of which he or she is a part. Any member may submit a proxy to be voted, if it is correctly signed and shows the address of the member(s) for whom he/she is voting. Each membership shall be equal to every other membership.

Section 2

Associate memberships shall be open to persons who are interested in the Association but who do not own riparian property. Associates shall have all the privileges of membership except making motions, voting, or holding office.

Section 3

Membership shall be from July 1 to June 30 of the following calendar year. For the organizational period beginning April 1994 the dues shall be valid until June 30, 1995.

Section 4

First year dues shall be \$25, payable annually beginning with the organizational meeting. To remain current, membership dues must be paid before or at the annual meeting. Dues may be subject to change at the annual meeting of members to be held in July of each year, by a vote of a majority of members present.

Section 5

Upon the signed recommendation of one (1) member, seconded by another member and supported by a three-fourths vote by ballot at the annual meeting, honorary life membership may be conferred upon an adult who shall have rendered notable service to the Association.

ARTICLE IV: ORGANIZATION

Section 1

An **Advisory Board (zone advisors)** and an **Executive Board** shall govern the Association.

The perimeter of the lake shall be divided into 8 to 10 geographic areas, at least two (2) each on the north, east, south, and west sides. At least two (2) people selected by residents in their own geographic districts at caucuses held at the annual meeting will serve a two-year term on the Advisory Board. Following the organizational year, at least one (1) representative shall be selected each year.

Advisory Board members shall keep residents in their areas informed and aware of the Association's purposes and current activities, contact any new residents in their area, and bring concerns of residents in their area to the attention of the Board and officers.

The **Executive Board** shall consist of the duly elected officers of the Association and the immediate past President or experienced Vice President acting in his stead.

Section 2

Officers shall be President, two Vice-Presidents, a Secretary and a Treasurer, and will be elected at annual meetings in July by a majority of those members present. Officers may continue to serve as representatives of their districts on the Advisory Board, if applicable. Officers will serve two-year terms and may be re-elected.

A nominating committee shall present a slate of candidates to the Executive Board and the slate shall be included in the notice of the annual meeting to be sent to all members at least two weeks prior to that meeting. Further nominations may be made and seconded by any member at the annual meeting, provided he/she has received the consent of the person being nominated. An attempt should be made to represent several districts in the election of officers.

Section 2A

For purposes of running for the Executive Board, candidates must be a riparian property owner and current member of Baldwin Lake Association AND at least 1 of the following:

1. Riparian Owner / Member in good standing for the previous 3 years

AND / OR

2. Served as a committee chairperson and / or an active member of said committee for at least one (1) year (EX: Poker Run, water testing, etc)

AND / OR

3. Served as a zone advisor for one (1) year

AND / OR

4. Served on a board associated with Porter Township and / or Cass County Conservation district and / or the Road Commission for at least one (1) year

AND / OR

5. An individual that is solicited by a $\frac{2}{3}$ vote of those present at the annual meeting prior to being considered as a candidate

Section 3

During the organization year, beginning in April 1994, officers elected shall serve until the annual meeting in July 1995. At that time, and in the **odd numbered years** from that time forward, **one (1) Vice-President and the Secretary** shall be elected for a **two-year term**; and the **President, one (1) Vice-President and the Treasurer** shall be elected for **two-year terms** in **even numbered years**.

- **EVEN YEARS:** President, 1 Vice-President and Treasurer; elected for 2 year term
- **ODD YEARS:** 1 Vice-President and Secretary; elected for 2 year term

At least one advisor from each district shall be selected at the annual meeting, by a caucus of members attending from that district. In the case of an advisor who cannot finish his/her term or moves out of his/her district, the members of his/her district shall select his/her successor.

Section 4

The Executive Board and the Advisory Board shall have general supervision of the affairs of the Association between annual meetings, call special meetings as needed to inform members or to seek action by the membership, fix the time and place of meetings, or make recommendations to the Association. It shall, either as a whole or

through its member committees, prepare a budget for approval by the Association, provide informational programs, recommend annual dues at the annual meetings, audit the treasurer's books, and present recommendations and resolutions to the Association for appropriate actions and activities. The Boards shall be subject to the Constitution and By-laws of the Association and shall take no action in conflict with the purposes as stated in these By-laws.

Section 5

The Board shall meet one (1) month prior to the annual meeting of the general membership. All board meetings shall be open to any and all members. Special board meetings may be called by the President and shall be called upon the written request of three (3) members of the Advisory Board. Members must be notified two (2) weeks prior to any meeting of the general membership.

Section 6

The President, as the Advisory Board or the Association shall deem necessary, will appoint standing and/or special committees to serve the purposes of the Association. Vice-Presidents shall serve as ex officio members of all committees, except the nominating committee. Standing committees shall be established during the organizational year and be approved at the annual meeting.

Section 7

The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all cases in which they are applicable and in which they are not inconsistent with these bylaws.

Section 8

These bylaws may be amended at the annual meeting of the Association by a two-thirds vote of the members present. Proposed amendments to bylaws shall be presented by the Executive and Advisory Boards in the notice of the annual meeting sent to all members. Individuals or groups wishing to propose amendments must make their intentions known to the Board so that their proposal can be published to the members with the notice of the annual meeting.

Section 9

The Executive Board shall procure a post office box in Union, Michigan, 49130, as a permanent address for the Association and shall establish and maintain a bank account to provide adequate financial accountability.

Adopted April 13, 1994 at a Meeting of residents held at The Cass Co. Conservation Club Constitution and Bylaws

UPDATES and REVIEWS to the Constitution:

For BALDWIN LAKE ASSOCIATION

April 26, 1994:

As accepted at the organization meeting on April 13, the following is to be added to the adopted constitution:

Businesses with riparian rights on Baldwin Lake may join the Association with all rights and privileges of membership. Business owners will be asked to encourage seasonal tenants to select a representative to meet with the Association's Advisory Board and represent seasonal residents in the discussion and actions of the organization. Owners may assign their proxy rights to the tenant's representative. All seasonal tenants may become associate members.

July, 1994

As accepted by the membership at the annual meeting, the following amendment is to be added to the adopted constitution:

Residents with taxable real estate adjoining property with riparian rights to the lake are eligible for full membership with all rights and privileges.

Reviewed by the Advisory Board, June 21, 2000.

Reviewed by Advisory Committee, 2022.

Restructured Article II: Purpose to clarify and to add provisions for community and social events.

Added Section 2A within Article IV: Organization.