

Eldorado/285 Recycles Bylaws

I. NAME

This set of Bylaws pertains to **Eldorado/285 Recycles**.

2. MISSION AND PURPOSE

Eldorado/285 Recycles is a volunteer nonprofit group dedicated to improving recycling and waste reduction in the Eldorado-Hwy.285 corridor communities and adjacent areas.

3. MEMBERSHIP

Membership is open to any who wish to participate. Voting members are those who have participated at least three times in the past year; either by attending scheduled meetings or by participating in an organization activity.

4. MEMBER DUTIES AND EXPECTATIONS

Members are expected to attend meetings regularly, participate in activities sponsored by Eldorado/285 Recycles and keep informed about the conditions, opportunities, actions and decisions relating to the organization's purpose.

5. MEETINGS

5.1 Regular meetings are open to the public and usually occur once a month.

5.2 Interim/ Ad Hoc meetings: At the discretion of the Chair(s), additional meetings can be scheduled to address issues that are time-sensitive and require immediate action.

5.3 The Chair, or one of the Co-Chairs, shall preside at all meetings. Roberts Rules of Order will be employed.

6. OFFICERS

6.1 The officers shall consist of a Chair (or Co-Chairs), a Secretary, and a Treasurer. The officers shall be elected at the December meeting by a majority vote of voting members attending, provided a quorum is present. If a quorum is not in attendance, the election will be held at the next regular meeting at which a quorum is present. The term of office for all officers is one year. There is no limitation on the number of terms any member can serve. A member can fill one or more officer positions.

6.2 The Chair(s) shall preside at meetings and with the other officers call meetings and set the agenda.

6.3 The Secretary shall prepare meeting minutes and retain copies of approved meeting minutes.

6.4 The Treasurer shall maintain the bank account, deliver a financial report at each regular meeting, make payments, receive and deposit monies to the bank account, and keep records of all receipts and expenditures. The financial records shall be available to all officers and voting members upon request. Any expenditures of over \$100.00 must be pre-approved by a formal vote of a quorum of voting members and require two signatures on the check paying for the expenditure.

7. QUORUM AND VOTING

Motions are decided on the basis of a majority vote provided a quorum is met. A quorum shall consist of seven (7) voting members of Eldorado/285 Recycles. A quorum shall be present in order to conduct official business of Eldorado/285 Recycles. It is possible to vote electronically on matters or issues that require immediate action outside of a scheduled meeting.

8. GUIDELINES FOR COMMUNITY RELATIONS

Any member of the public is welcome to attend and participate in Eldorado/285 Recycles meetings.

9. AMENDMENTS

These Bylaws can be amended by a voting quorum of members at any regular meeting.


10. ADOPTION OF THESE BYLAWS

Adoption of these Bylaws was moved by Joe Eigner, seconded by E. Maclaren, and formally approved at a regular meeting of Eldorado/285 Recycles on December 13, 2016.

Presiding Officer(s)

Susan Daniel, Co-Chair 

Sue Garfitt, Co-Chair 

Elizabeth Maclaren, Secretary 

Sheila Sullivan, Treasurer 