



BY-LAWS

Revised: October 5, 2023

Ratified: November 2, 2023

ARTICLE 1 - PURPOSE

1. To share information and help one another in matters of mutual concern.
2. To focus on matters pertinent to the improvement, welfare, and safety of the Communities.
3. To report on legislation deemed to affect the Communities.
4. To pursue an appropriate course of action to address or seek resolution of problems and concerns.

ARTICLE 2 - MEMBERSHIP

1. All Coalition members shall be duly elected/appointed and voting Trustees or Directors of the Board of the Community they represent and must have taken office. Each Community may appoint up to four (4) delegates if no Trustees or Directors are available. Appointed delegates must be Past Trustees or Past Directors of their Community. Past Presidents of the Coalition will be honorary, Ex-Officio members effective December 2, 2005.
2. A Community that desires to join the Coalition must have a two-thirds (2/3) vote of acceptance by the existent member Communities of the Coalition.
3. The Coalition shall not be dissolved while there are three (3) Communities willing to continue. In the event a dissolution becomes necessary, a special meeting shall be held. All members shall be notified fourteen (14) days in advance.

ARTICLE 3- MEETINGS

1. Regular meetings shall be held on the first Thursday of each month. Effective June 2023 meetings will be held during July and August. The meeting shall be held on the second Thursday when the first Thursday falls on a holiday.
2. Robert's Rules of Order shall prevail where they do not conflict with the By-laws.
3. The Order of Business at all meetings shall be as follows:
 - A. Meeting called to order.
 - B. Pledge of Allegiance followed by a minute of silence.
 - C. Community roll call
 - D. Minutes of the preceding meeting to be read.
 - E. Treasurer's Report
 - F. Election of Officers (September meeting)
 - G. Invited Speakers if any.
 - H. Community Reports
 - I. Old Business
 - J. New Business
 - K. Open Discussion
 - L. Call for meeting adjournment
4. At the regular meeting in January, the newly elected President and the members shall review the issues that were addressed the previous year, the concerns that lie ahead and the goals for the coming eleven months.

ARTICLE 4 - DUES

1. The annual dues shall be a nominal sum approved by a two-thirds (2/3) vote of the Communities at the annual meeting (one vote per Community) and shall be used for Coalition expenses.
2. Annual dues of \$100 per community includes CAI membership for the President of each community and the Coalition executive board members.
3. The dues shall be paid on or before January 1st of each year. (amended 2021)

ARTICLE 5 - VOTING

1. Six of the ten Communities shall constitute a quorum.
2. Each Community shall have one (1) secret ballot vote in all matters. The prevailing Officer of the Community shall cast the vote.
3. The President of the Coalition shall only vote in the event of a tie. If the President is also the prevailing Officer of his/her Community, he/she shall defer to their Community's next prevailing Officer.
4. **Officer Elections:** Every three years, at the September meeting, nominations will be taken for all executive board positions: President, Vice President, and Secretary/Treasurer.
 - A. Each community shall cast one (1) paper ballot reflecting a vote for each officer's position:
 - i. The prevailing Officer for each association shall record the names of all nominees under their nominated position. And
 - ii. Shall cast one vote, for each position, representing the consensus of his/her board members present. (Amended 10/5/23)

ARTICLE 6 - OFFICERS

1. The meeting for the election of Officers shall be every three years at the regular meeting in September. All Officers shall serve their full term of three years, even if they are no longer Trustee of their Community.
2. A nominee must be currently serving as an officer/trustee of their association and have attended a minimum of six (6) Coalition meetings on a regular basis in the prevailing year unless there was just cause for lesser attendance.
3. A past president may be appointed to serve in any capacity at the discretion of the Executive Board.
4. The Officers of the Board shall be President, Vice-President, Secretary/Treasurer. In the event the offices of Secretary and Treasurer cannot be individually filled, then one person shall assume the combined Office of Secretary/Treasurer. They shall have all power and duties vested in them by the By-Laws of the Coalition. (Amended 2020)
5. An Officer may only serve two (2) consecutive terms on the Board of the Coalition in the same Officer position.
 - a) unless a vote by two-thirds of the seated Officers overrides this restriction (in person or by proxy) or
 - b) two-thirds of the members in attendance, at the annual meeting, provide for an approval for a continuance of said officer in his/her position for an additional term/term without limitation. Should an individual choose to continue to seek service in the same

officer position and not have the above approval, they shall not serve in their previous capacity on the Board and must seek approval at a subsequent annual meeting by way of election/vote or by appointment by the Board after that meeting due to a vacancy.

- c) All vacancies of the Officer's positions that may occur during the year shall be filled by a majority vote of the Communities present at the next regular meeting.

ARTICLE 7 - DUTIES OF THE OFFICERS

PRESIDENT: The President shall preside at each meeting and shall be the official spokesperson of the Coalition.

VICE PRESIDENT: The Vice President shall attend each meeting and shall perform such duties as may be assigned by the President. In the absence of the President, the Vice President shall act in his/her place.

SECRETARY/TREASURER: The Secretary/Treasurer shall attend each meeting and shall keep records and minutes. A copy of the minutes shall be provided to the delegates of each Community prior to the next scheduled meeting and shall keep all correspondence pertinent to the Coalition and answer all correspondence received by the President.

The Secretary/Treasurer is responsible for the Coalition's funds and for keeping accurate accounts of all receipts and disbursements in the books belonging to the Coalition.

ARTICLE 8 - SPEAKERS

1. Speakers are invited for the benefit of the membership. Subject matter must relate to the problems and concerns for our adult communities (no salesmen.)
2. No partisan, meaning political, activities shall be permitted.

ARTICLE 9 - COMMITTEES

1. A Committee made up of not more than one person from any one Community may be formed to accomplish a specific task. The number of persons to serve on said Committee shall be determined by the scope of the task.

ARTICLE 10 - AMENDMENTS

1. Any amendments to be proposed must be presented at a regular meeting and a copy of same shall be distributed to each Coalition member for review and discussion.

2. It is suggested that during the intervening month, the Board of Directors/Trustees of each Community assume the responsibility of reaching a consensus on a proposed amendment so that the vote the prevailing officer casts shall reflect the will of his/her Board.
3. The vote shall be taken at the next regular meeting. One vote shall be cast by each Community and a two-thirds (2/3) roll call vote of the Communities present shall be required to approve passage.

ARTICLE 11- RATIFICATION

The By-Laws contained herein shall be deemed to replace the Guidelines signed and ratified by the Member Communities on December 19, 2020.

The By-Laws herein are signed and ratified herewith by the Member Communities on the November 2, 2023 at Holiday City South, Berkeley, Township, New Jersey.

Holiday City Berkeley

[Signature]

Holiday City Carefree

Marie Benelli on behalf of Nick Beonati

Holiday City South

Adrian Conigan

Holiday City West

Lisa D'Amico

Holiday Heights

Carol Ann Kudsk

Silver Ridge Park East

Muno Orames

Silver Ridge Park North

Michelle DeFano

Silver Ridge Park West

Lisa D'Amico

Silver Ridge Park Westerly

Karen De

Sonata Bay

F. Duell Terhey