

ARTICLE I: NAME

The Gold Coast Estates Association is an organization of property owners and residents of the neighborhood within the City of Cape Coral, Florida, in the area accessible from the entrance on SE 23 Avenue, south of Everest Parkway.

ARTICLE II: PURPOSE

To enhance the beauty, safety, and goodwill of the neighborhood.

ARTICLE III: MEMBERSHIP AND DUES

Section 1. Membership shall consist of any current or past residents or property owners in the neighborhood whose dues are current. Only current residents or property owners shall be allowed to vote and each address shall be entitled to one vote per paid membership.

Section 2. Annual dues shall be as established by the Board of Directors from time to time.

- a. Dues are payable to the treasurer during December and January.
- b. Members delinquent after February 1 shall be dropped from the membership effective February 28.
- c. Dues for new residents joining after September 30 shall include membership for the following year.

Section 3. Voluntary contributions may be solicited for special beautification or safety projects.

Section 4. Dues and voluntary donations shall be used for beautification, safety, necessary operating expenses and for the general good of the neighborhood.

ARTICLE IV: GOVERNING BODY

The governing body of the Association shall be a Board of Directors which shall have general supervision over the affairs of the association.

ARTICLE V: COMPOSITION AND DUTIES OF THE GOVERNING BODY

Section 1. The Board of Directors shall consist of three to nine directors elected at the annual general membership meeting. Their specific duties include:

- a. Elect annually from their number all of the officers of the Association.
- b. Fill all vacancies in elective offices which occur after the annual membership meeting.
- c. Vote at any meeting to remove an elected board member who is not fulfilling his/her assigned duties and appoint a successor to complete the unexpired term.

Section 2. The governing body shall authorize the spending of money of the Association and approve any single expenditure exceeding \$100.

ARTICLE VI: DUTIES OF OFFICERS

Section 1. The president shall:

- a. Preside at all meetings and prepare the agenda for the meeting.
- b. Appoint ad hoc committees and chairmen of standing committees.
- c. Serve as ex-officio member of all committees.
- d. Call special meetings.
- e. Sign checks in the absence of the treasurer.
- f. Appoint an audit committee of two members to review the treasurer's accounts.
- g. Prepare a year-end report showing the treasurer's final account and the audit report.
- h. Be limited to three consecutive one year terms.

Section 2. The vice-president shall:

- a. Assume the duties of the president in the absence of that officer, except the signing of checks.
- b. Serve as advisor to the president.
- c. Serve as advisor to the standing committees.

Section 3. The secretary shall:

- a. Record the proceedings of all meetings of the Association.
- b. Keep the by-laws.
- c. Notify appropriate persons of meetings and activities.
- d. Be responsible for all correspondence of the Association.

Section 4. The treasurer shall:

- a. Keep an accurate record of receipts and disbursements.
- b. Maintain a list of all members in good standing.
- c. Sign checks except those signed by the president.
- d. Pay all appropriate bills.
- e. Present a monthly financial report at each Board meeting.
- f. Close the books for audit prior to December 31st.

ARTICLE VII: ELECTIONS

Section 1. Nominations

- a. A nomination committee shall be appointed by the president no later than the October Board meeting.
- b. Members shall be encouraged to volunteer for office in the October newsletter.
- c. The nomination committee shall present names for directors whose terms are expiring at the November Board meeting.
- c. Additional nominations may be made by any member at the November and December Board meetings.

Section 2. Directors shall:

- a. Be elected by a majority of the voting members present at the annual general membership meeting.
- b. Serve for one year with no limit to consecutive terms.
- c. Assume the duties of office on January 1.

ARTICLE VIII: MEETINGS

Section 1. Board meetings shall be held monthly unless otherwise specified by the president.

- a. A quorum shall consist of a majority of the governing body.
- b. Motions will be carried by a majority of the quorum of those present.

Section 2. One annual general membership meeting shall be held for the purpose of electing directors for the calendar year. Additional general membership meetings may be called by the president.

- a. Members shall be notified of a general meeting by the newsletter which shall be issued at least two weeks prior to the meeting.

Section 3. The membership, upon the application of at least 25 percent of their number, may call a special general membership meeting for the purpose of removal of any Board member. Notice shall be given as in the case of a general meeting.

ARTICLE IX: STANDING COMMITTEES

Section 1. Standing committees may be established by the president for such purposes as beautification, safety, social activities, communication and membership.

Section 2. Standing committees shall report on their activities at all meetings of the governing body.

ARTICLE X: ADOPTION OR AMENDMENTS

Section 1. These by laws may be adopted or amended at a general membership meeting. All proposed amendments shall be submitted to the governing body for recommendation to the general membership not less than 30 days prior to a general membership meeting. Such proposed changes shall be included in the newsletter prior to the general meeting. A majority of votes cast is required for acceptance. The by laws or amendments thereto are effective immediately upon acceptance.

Amendments approved at the General Membership annual meeting on December 6, 2013. Previous bylaws or amendments are dated December 12, 2004, December 14, 1996, December 3, 1987, December 7, 1986, December 12, 1983, and August 24, 1982.