

Constitution of Old Glebe Civic Association

Article I

Name, Object, Membership

Section 1: Name: The name of the association shall be the Old Glebe Civic Association.

Section 2: Object: The object of this association shall be to advance and support all beneficial public interests of this community and Arlington County.

Section 3. Membership (a) Regular Members. All legal owners and lessees of real property (homes) in Old Glebe shall become regular members of the association upon becoming legal owners or lessees, and payment of the required dues, and shall enjoy the rights and privileges thereof, including the right to vote and hold office. (b) Honorary Members: The association may accept associate members who shall be entitled to all privileges of the association, except the right to hold office or vote.

Article II

Officers and Committees

Section 1: Officers. The officers of this association shall be a president, a vice president, a secretary, a treasurer, and a historian, and such other officers as may be provided by the bylaws. Such officers shall be elected at the annual meeting for two-year terms and shall hold office until their successors are elected at the annual meeting following completion of their two-year terms.

Section 2. Duties of the President: The president shall preside at all meetings of the association, and shall be a member ex-officio of all committees, and shall appoint all committees other than the nominating committee, and shall perform all the duties incident to the office. It shall be the duty of the president to sign all contracts and obligations authorized by the association. The president shall also be a permanent delegate to the Arlington County Civic Federation.

Section 3. Duties of the Vice President. The vice president, in absence of the president shall perform all the duties and exercise all powers delegated herein to the president.

Section 4. Duties of the Secretary. The secretary shall keep the minutes of the meetings of the association and have custody of the records of the association, other than those of the treasurer; shall conduct the general correspondence of the association and of the executive committee; and shall perform such other duties as the association may direct.

Section 5. Duties of the Treasurer. The treasurer shall have all charge of the funds of the association and shall collect and receive all moneys and deposit the same in a bank, which shall have been previously selected by the association. The treasurer will disburse funds as directed by the president or executive committee. The executive committee is authorized to make all necessary emergency expenditures, and the treasurer shall make an annual report of all expenditures on behalf of the executive committee.

Section 6. Executive Committee: There shall be an executive committee, composed of the

president, vice president, immediate past president, secretary, treasurer, and historian of the association, and eight additional members who shall be delegates and alternates to the Civic Federation, and who shall be elected in the same manner as the officers, except that their terms shall be for one year.

The executive committee shall appoint the nomination committee, and shall to the extent permitted by law, and the constitution and bylaws of this association, exercise all the powers inherent in this association. Meetings of the executive committee shall be held as provided in the bylaws.

Section 7. Nomination Committee: A nominating committee consisting of at least five and not more than twelve active members, selected by the executive committee from different sections of the community, shall act as the nomination committee. The president shall appoint one of the members of the nomination committee as chairman of such committee. The duties of this committee shall be those normally performed by a nomination committee.

Section 8. Delegates to the Arlington County Civic Federation: There shall be as many delegates of the Old Glebe Civic Association to the Arlington County Civic Federation as are permitted by the constitution and bylaws of the Federation, and there shall be one alternate for each such delegate. The president of the association shall serve as one of the delegates. The delegates and alternates to the Federation (other than the president) shall be elected to one-year terms at the regular annual meeting of the association, in the same manner as are the officers of the association. In the event an elected delegate does not serve out the term for which elected, the president shall appoint a qualified member of the association to serve as delegate for the balance of the term.

Article III **Meetings, Notice and Quorum**

Section 1: Annual Meeting: The annual meeting of the association shall be held between March 1 and June 1 of each calendar year: date, time, and place to be decided by the executive committee, written notice of which will be furnished to members at least fifteen (15) days prior to the date thereof. The association shall also have one other regular meeting each year, to be conducted in the Fall.

Section 2. Special Meetings. Special meetings of the association may be called by the president, or upon his refusal to do so, by the secretary upon written request of fifty (50) members in good standing of the association. All members shall be notified of the special meeting so call, at least five (5) days in advance, the notice to specify the time, place, and purpose thereof. A written notice mailed to a member at the address appearing on the books of the association at least six (6) days prior to the date of such meeting shall be deemed in complete compliance with the notice herein required.

Section 3. Quorum: Ten per centum of the regular members in good standing shall constitute a quorum at any general meeting or special meeting.

Article IV
Dues

Section 1: Dues: Membership dues in the association shall be established by the executive committee, at a per annum rate per household, payable in advance on or before July 1 of each year. The executive committee is also authorized to establish rates for lifetime dues and for dues covering a three-year period.

Section 2: Special Assessments: Special assessments may be levied at any time by vote of the association or upon recommendation by the executive committee.

Article V
Procedures at Meetings

Section 1: Procedures: Roberts's Rules of Order shall govern the procedure of all meetings where the same is not in conflict with the constitution and bylaws of this association.

Article VI
Initiation and Amendments

Section 1: Initiation: This amended constitution and bylaws will become effective upon written submission to the association membership, and upon receipt of written affirmative response by a majority of no less than ten (10) percent of the regular membership in good standing.

Section 2: Amendments: This constitution and bylaws may subsequently be amended by a majority vote of the regular members in good standing. The president may call for the vote by written ballot.