

A RESOLUTION ADOPTING AND RATIFYING)
CONSTITUTION AND BY-LAWS OF THE)
LEBANON AREA SENIOR CENTER)

RESOLUTION NO. 16
for 1978

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF LEBANON
AS FOLLOWS:

WHEREAS, the Lebanon Area Senior Center has prepared and
adopted a new constitution and by-laws for the membership of the
senior center; and

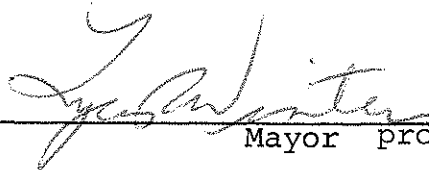
WHEREAS, the said constitution and by-laws are necessary and
in the best interests of the senior center,

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE
CITY OF LEBANON, AS FOLLOWS:

Section 1. That the said Constitution and By-laws proposed
by the Lebanon Area Senior Center are hereby approved and ratified
by the City of Lebanon. A true copy of the said Constitution and
By-laws are attached hereto, marked exhibit A, and incorporated
herein by reference.

Section 2. This approval and ratification shall be retro-
active to the date of the adoption of the said Constitution and
By-laws by the Lebanon Area Senior Center.

Passed by the Council by a vote of 5 for and 0
against and approved by the Mayor ^{pro tem} / this 8th day of March,
1978.



Mayor pro tem

ATTEST:



Recorder

LEBANON AREA SENIOR CENTER
CONSTITUTION AND BYLAWS

ARTICLE I.

Section 1. Name: The name of this organization shall be the Lebanon Area Senior Center. The sponsoring organization is the City of Lebanon, administered by the Department of Senior Services.

ARTICLE II.

Section 1. Objectives and Purposes: The objectives and purposes of this organization are as follows:

(a) To provide for educational, recreational, social and cultural needs, and to promote mutual friendliness between individuals and groups who participate.

(b) To ascertain the needs of older persons, to coordinate and mobilize public and private resources at all levels; and to gain, build, develop and maintain programs to alleviate such needs.

(c) To establish rules and regulations governing programs and their administration.

(d) To cooperate with, advise and assist the City of Lebanon in promoting the above objectives.

ARTICLE III.

Section 1. Membership: Participation is open to any person fifty-five (55) years of age or older.

ARTICLE IV.

Section 1. Administration. Administration of program shall be vested in Executive Committee made up as follows: Four (4) elected officers; four (4) elected board members; one (1) City Council member; one (1) immediate past president. If a member of Executive Committee fails to attend two (2) consecutive meetings (other than sickness) Executive Committee has the option of removing said member and declaring a vacancy. Executive Committee may fill vacancies of unexpired terms of officers and/or directors at any regular meeting of Committee.

Section 2. Elected Officers. The elected officers shall be a President, Vice-president, Secretary, and Treasurer.

(a) Officers shall be elected as follows: a. President - for a term of one year; b. Vice-president for a term of one year; c. Secretary - for a term of one year; d. Treasurer - for a term

of one year; e. Directors - two (2) elected each year for two (2) year term.

(b) The President shall be limited to no more than two consecutive terms of office.

ARTICLE V.

Section 1. Meetings: Regular meetings shall be held each month; with the time, date and place being determined by the Executive Committee.

Section 2. Executive Committee Meetings: Regular or special meetings of the Executive Committee may be called by the President or upon request of four members of said committee as follows:

(a) Notice by mail or phone at least five (5) days in advance of meeting date specifying purpose.

(b) The majority of the Executive Committee members shall constitute a quorum.

ARTICLE VI.

Section 1. Fiscal Year: The fiscal year of this Organization shall be January 1st through December 31st of each year.

ARTICLE VII.

Section 1. Program: The program shall be supervised by the Senior Services Department of the City of Lebanon.

Section 2. Scheduling of Activities. The scheduling of activities shall be done by the Director of the Senior Center.

Section 3. Executive Committee. The Executive Committee may promote enterprises to assist in the raising of fund for operation of the programs, receive money and real and personal property gifts, and be custodian of such funds and property.

ARTICLE VIII.

Section 1. Amendments and Revisions: Amendments and revisions to this constitution and bylaws may be made at any general or special meeting, provided that seven (7) days notice of proposed changes shall be made known to all members by bulletin board posting. Those members called in accordance with the above shall constitute a quorum.

ARTICLE IX.

Section 1. Officers and Elections. The officers and directors shall be elected at the annual meeting each year.

(a) The Executive Committee shall assume the duties of their office when installed and duly qualified.

(b) All members present shall be eligible to vote. There shall be no absentee voting.

Section 2. Duties of the Officers: The duties of the officers will be as follows:

(a) President: The President shall preside at all general and Executive Committee meetings. He shall guide and direct the policies of the Executive Committee in a manner that will be progressive and beneficial to the entire membership. The President shall appoint a nominating committee at the September meeting who shall be responsible for selecting a slate of nominees to be presented and voted on at the November meeting. Nominations may also be made from the floor. He may appoint such other committees as may be necessary.

(b) Vice-president: In the absence of the President, the Vice-president shall assume responsibility of the office.

(c) Secretary: The Secretary shall record the minutes and official actions of all general and Executive Committee meetings and be responsible for all official correspondence and shall work closely with the membership records.

(d) Treasurer: The Treasurer shall record and deposit with an authorized depository, all monies received, and he shall be empowered to dispense funds at the order of the Executive Committee.

Section 3. Duties of the Executive Committee: The duties of the Executive Committee shall be as follows:

(a) To establish policy for the Lebanon Area Seniors.

(b) Authorize expenditures of the Center funds.

(c) To act as advisory body to the Director of the Senior Center.

(d) Require quarterly audit of the Treasurer's Account.

(e) It shall be the responsibility of the Board to continuously evaluate and monitor the Lebanon Senior Dial-A-Bus transportation system on a regular basis, and be involved with funding applications.

ARTICLE X.

Section 1. Fees and Finances. Membership fees shall be assessed only upon approval of the membership.

(a) The program - crafts, trips, music, languages, etc., shall be self-sustaining; each participant paying the cost/price of materials and supplies.

ARTICLE XI.

Section 2. Equipment: Equipment loaned or donated for use at the Senior Center shall remain under the jurisdiction of the Executive Committee.

ARTICLE XII.

Section 1. Dissolution: Upon dissolution of this organization the assets of the organization shall be distributed to and become the property of the City of Lebanon, and the distribution thereof shall be made in such a manner as to benefit the Lebanon Area Seniors in general and that no financial benefit may inure to any member of this organization.

ARTICLE XIII.

Section 1. All Matters Not Covered. In all matters not covered by these Bylaws, Roberts Rules of Order shall prevail.