

**PENNSYLVANIA STATE**

**CAMP LESSEE'S**

**ASSOCIATION**

**Founded September 13, 2000**

**BYLAWS**

**ADOPTED**

**October 29, 2000**

PENNSYLVANIA STATE CAMP LESSEE'S ASSOCIATION  
BYLAWS

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**ARTICLE I  
MEMBERSHIP**

- 1.1 Membership in the Association will be applied to any individual 18 years or older, a citizen of the United States who is and remains of good repute may join the Association by applying and paying the annual dues established. Members may be appointed to and serve on any standing committee of the Association and be elected to serve as an officer.
- 1.2 The acceptance or denial of any membership applications shall be determined by the Executive Committee considering the reputation of the applicant, character of the applicant, conduct consistent with Article II of the Constitution and a review of the applicant's willingness to work for the betterment of the Organization.

**ARTICLE II  
FEES AND DUES**

- 2.1 Membership is \$10.00 per year.
- 2.2 Bill for annual dues and membership fees will be sent annually.
- 2.3 The expiration date of all memberships will be at the end of the calendar year.

**ARTICLE III  
DUTIES, RESPONSIBILITIES AND VOTING RIGHTS  
OF MEMBERS**

- 3.1 Every member will be entitled to one vote. No member may sell his vote for anything of value. Upon request of a member, the books or records of membership will be produced at any regular or special meeting of the organization. If at any meeting the right of a person to vote is challenged, the presiding officer will require such books or records to be produced as evidence of the right of the person challenged to vote, and all persons who appear by such books or records to be entitled to vote may vote. The rights of a member to vote, and his right, title, and interest in or to the organization or its property, will cease on the end of his/her membership.

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**ARTICLE IV  
ORDER OF BUSINESS**

- 4.1 The order of business for State membership Meeting shall be as follows:
1. Call meeting to order
  2. Roll call of Officers and Directors
  3. Reading of the minutes of previous membership meetings.
  4. Reading of minutes of the previous Executive Committee meeting
  5. Introduction of guests and guest reports
  6. Committee reports
  7. Officers' reports
    - 7.1 Treasurer's report
  8. Old Business
  9. New Business
    - 9.1 Election of Officers and Directors at Annual Fall meeting
  10. Good of the organization
  11. Adjournment
- 4.2 This order of business can be amended by a two-third vote of the voting Members.
- 4.3 Any business not specifically addressed by articles of this Bylaws will be governed by Roberts Rules of Order.

**ARTICLE V  
COMMITTEES**

- 5.1 It will be the responsibility of each committee to act on any issue within the scope and definition of said committee keeping within the policy set forth by the Organization.

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**ARTICLE VI  
SELECT COMMITTEES**

- 6.1 The Officers may appoint the following select committees:  
Finance Committee, Membership Committee, Newsletter Committee, Bylaws Committee, and Planning Committee.
- 6.2 If appointed, it will be the responsibility of the Finance Committee to raise funds, approve expenses, design fundraisers, recommend dues structure, and develop yearly budgets.
- 6.3 If appointed, it will be the responsibility of the Membership Committee to market the Association and to assist the Finance Committee in establishing the budget for the Association. It will be the duty of the Chairperson of this committee to collect all membership fees or dues and forward same to the Treasurer of the Association, taking receipt therefore; forward to each member the necessary credentials upon payment of dues or fees and keep a true record of their standing; keep at its registered office a membership book containing the name and address of each member in order and the date on which the membership began and ceased.
- 6.4 If appointed, it will be the responsibility of the Newsletter Committee to assure that the newsletter is self-supporting and publishes on a regular basis.
- 6.5 If appointed, it will be the responsibility of the Bylaws Committee to conduct periodic evaluation of the Association's Constitution and Bylaws and make recommendations for amendments and to draft language to amend the Constitution and Bylaws when directed by the membership or Executive Committee.
- 6.6 If appointed, it will be the responsibility of the Planning Committee to conduct a biannual review of the long range plan of the Association. Included in that long range plan the committee will look at the current structure and finances of the Association and evaluate proposed changes to operate more effectively and economically.
- 6.7 The terms of all special committees will coincide with the term of office of the President.

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**ARTICLE VII  
OTHER COMMITTEES**

- 7.1 The Officers may appoint other committees as needed, including the following:
- 7.1.1 Nominating Committee: To recommend nomination of candidates for election.
  - 7.1.2 Audit Committee: To audit the organization's finances yearly.
  - 7.1.3 The terms of all committees will coincide with the term of the President.

**ARTICLE VIII  
NEWS RELEASES**

- 8.1 All official Association news releases will originate from the office of the President or Secretary. No Officer of the Association is permitted to issue a news release without prior permission of the President.

**ARTICLE IX  
POLICY**

- 9.1 Once adopted by a legal vote, policy cannot be changed by any Officer of the Association, until the President convenes a meeting, conducts a telephone pool or mail campaign and solicits a two-thirds majority vote in the affirmative for the change of policy.

**ARTICLE X  
PURCHASES**

- 10.1 The President is authorized to make purchases without prior approval of the Executive Committee not to exceed \$350.00 per purchase. Further the President is authorized to make purchases not to exceed \$1,000.00 per purchase but must obtain approval of the other Association Officers for said purchase.

**ARTICLE XI  
ATTENDANCE OF MEETINGS**

- 12.1 Officers should make every attempt to attend State Membership Meetings. If emergencies arise, the President must be notified of the officers inability to attend. Notification can be by postal service, telephone, or e-mail.

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**ARTICLE XII  
AMENDMENTS AND REVISIONS**

- 13.1 These Bylaws may be amended or revised by a two-thirds vote of the Members present at any duly called meeting, but are subject to recall and final consideration and vote at the Annual Fall Meeting. After which the amendments will be incorporated into the printed version of these Bylaws and will initially be distributed to all Members of the Association, after which revision pages will be sent to Members as needed.
- 13.2 These Bylaws were enacted October 29, 2000.