

Sample - BYLAWS OF “YOUR RIVER TOWN”

ARTICLE I ORGANIZATION

1. Name of Organization: The name of this organization shall be “_____River Town Team”).
2. Definition of Bylaws: These bylaws constitute the code of rules adopted by ___RTT for the regulation and management of its affairs.

ARTICLE II PURPOSES OF THE ORGANIZATION

1. Purposes: ___RTT advocates for and implements special projects that improve community design, enhance the environment, and foster economic development in “Your Town” Borough and in the “Your Town” area. The Organization works with the Borough of “Your Town” and with allied organizations and governments to accomplish its purposes.

The specific purposes of the Organization are:

- 1) To stimulate community pride and facilitate civic action and municipal improvements in “Your Town” and the “Your Town” area.
- 2) To encourage and facilitate public-private cooperation and coordination of activities to combat community deterioration and improve the physical environment and social welfare of “Your Town” and the “Your Town” area.
- 3) To organize, sponsor, and coordinate activities and events which celebrate river heritage, promote “Your Town” and the “Your Town” area, enhance its image, and encourage community participation.
- 4) To educate and inform citizens on topics of interest and concern to “Your Town” and the “Your Town” area, and to facilitate citizen involvement in community improvement plans, programs, and projects, especially those that improve connections with the river.
- 5) To initiate and participate in the planning and implementation of environmental conservation, community and economic development strategies.
- 6) To develop projects to revitalize “Your Town” and the “Your Town” area and to preserve, restore, and enhance community heritage, environmental character, and vitality.

ARTICLE III BOARD MEMBERS

1. Definition of Board Members: The Board is the group of persons vested with control and management of the business and affairs of the organization.
2. Appointment and Election of Members: The initial Board shall be appointed by the Borough of _____. Thereafter, the full board shall have the power to elect Board Members by majority vote.

3. Qualification of Board Members: The qualifications for becoming and remaining a Board Member are as follows:
 - 1) Members must be residents of "Your Town" or the "Your Town" area, or
 - 2) Members must be the owners of businesses, real estate, or have some other vested interest in "Your Town" or the "Your Town" area.
4. Composition of the Board: The Board shall be representative of varied interests and constituencies and consist of no more than fifteen (15) members.
5. Terms of Board Members: All members shall be appointed for a period of one (1) year and may be re-appointed at their request by a majority vote of the Board.
6. Board Vacancies: After the members are seated, any vacancy occurring shall be filled by a majority vote of the Board. Any Board Member may nominate a candidate for membership.

ARTICLE IV OFFICERS

1. Roster of Officers: The officers of ___RTT shall be chosen from the Board Members and shall be Chairperson, Vice Chairperson, and Secretary-Treasurer.
2. Selection of Officers: Each of the Officers shall be elected and appointed annually by the Board Members. Each Officer will remain in office until a successor has been selected.
3. Chairperson: The Chairperson shall be the Chief Officer of the Board and shall oversee and control the affairs of the Board, preside at all meetings, and appoint all Committees. The Chairperson shall work with the Board to ensure that the priorities and initiatives of ___RTT are addressed by the Board in a timely and efficient manner.
4. Vice Chairperson: The Vice Chairperson shall become acting president of the Board in the absence of the Chairperson or in the event the Chairperson is unable to exercise the Chairperson's duties.
5. Secretary-Treasurer: The Secretary-Treasurer shall keep the meeting and financial records of the Board.

ARTICLE V REMOVAL OF MEMBERS AND OFFICERS

1. Termination of Board Members: Board Members shall be terminated upon receipt of written resignation or for cause detrimental to the Board as may be determined by the Board.
2. Removal Procedures: Any Member may initiate removal proceedings against another Member. Reasons for removal shall be presented in writing to the Board at a regularly scheduled meeting. The vote to remove the Member will take place at the next regularly scheduled meeting. A two thirds vote of Board with a quorum voting shall be sufficient to remove a Member.

3. Removal of Officers: Any Officer may be removed by two thirds vote of the Board whenever in their judgment the best interests of the Board will be served.

ARTICLE VI MEETINGS

1. Regular Board Meetings: Regular meetings of ___RTT will be held monthly on a day and time to be determined by the Board. All regular meetings will be open to the public and include an allotted time for public input.
2. Community Meetings: At its discretion ___RTT may publicize and conduct communitywide meetings. The purpose of such meetings shall be to inform citizens and stakeholders as to the progress of organization projects. This meeting may take the place of the regular Board meeting in the month that it occurs.
3. Special Meetings: A special meeting of the Board may be called by the Chairperson, or a number constituting a quorum of Members. Notice of the meeting shall be delivered to each member not less than forty eight (48) hours before the time of the meeting.
4. Quorum of Members: The presence in person of a simple majority of all Board members will constitute a quorum. The act of a majority of the Members present at a meeting at which a quorum is present will be the act of ___RTT .

ARTICLE VII ORDER OF BUSINESS

1. Order of Business: At all meetings of ___RTT the order of business shall be as follows:
 - 1) Establishment of a Quorum
 - 2) Approval of Meeting Notes
 - 3) Public Comments
 - 4) Report of Chairperson
 - 5) Reports of Standing Committees
 - 6) Reports of Special Committees
 - 7) Old Business
 - 8) New Business
 - 9) Adjournment

ARTICLE VIII COMMITTEES

1. Definition of Committees: The Board may have certain Committees each of which will consist of one (1) or more Members. All Committees may include persons who are not Board Members of ___RTT .

2. Appointment of Committees: The Chairperson, with Board approval, may designate and appoint Standing and Special Committees designed to transact certain business and further the goals of ___RTT . Special Committees may become Standing Committees with the consent of a simple majority of Board Members.

3. Committee Procedures: All Committees shall be responsible to and advise the Board on subject areas assigned. Meetings shall be determined by Committee Members. Committee Chairpersons shall keep and provide meeting records to Board Members upon request. Each Special and Standing Committee shall report to the Board at all regularly scheduled meetings.

**ARTICLE IX
AMENDMENTS**

1. Modification of Bylaws: These bylaws may be altered, amended, repealed, or added to by an affirmative vote of a majority of the Members of ___RTT , provided there has been a reading of the proposed amendments at the prior Board meeting. Written notification of the proposed amendment(s) shall be sent to all Board Members at that time.

ADOPTION OF BYLAWS

Adopted by *"Your Town" Revitalization* on _____
At _____, Pennsylvania.

"YOUR TOWN" REVITALIZATION

Chairperson

Secretary-Treasurer