

**MENANDS
SENIOR CITIZEN
CLUB**

BY-LAWS

FORWARD

The By-Laws were presented to the Menands Senior Citizens Club at the regular business meeting on October 24, 2024 and were adopted by a majority of paid primary members present and shall supersede all previous By-Laws and amendments thereto.

Section I – The Name of the Club is Menands Senior Citizens Club, (MSCC), Menands, NY.

Article II – Location

Section I – The Menands Village Hall, 2nd floor, 250 Broadway shall be designated as the regular home and meeting place of the Senior Citizen Club subject to cooperative programming and scheduling in consultation with the Mayor, Village Clerk or designated Village Official. Telephone 518-434-2922.

Article III – Purpose

Section I – The purpose of the Club is to promote friendship, sociability and activities for self and community among its members, to improve their health, physical and mental condition, and to encourage their right of self-determination among men and women of retirement age, 55 years of age or over, regardless of color or creed and to coordinate activities with other clubs and centers. (*Amended by membership vote June 2009 to change age from 60 to 55.*)

Article IV – Membership

Section I - Membership year is the calendar year. The Executive committee will recommend any changes in the membership fee. The Paid primary membership will vote on any changes to the fee at a regular business meeting.

Section II – Resident Member – a paid man or woman 55 years old, residing in The Village of Menands. A Resident member is able to make motions, vote and hold office. A resident member has first priority, when participating in all activities.

Section II – Primary Member – is a Town resident who is at least 55 years old. These members can only be primary in 1 of the 6 clubs at a time and are counted in the Town’s funding allocation. They are allowed to vote and make motions. If a primary member of a club should move outside of the Town of Colonie, they may continue to participate in club activities as a social member only. The club(s) must remove the member from their list and report this change to the Town for funding purposes by September 30th.

Section III – Associate Member – Is a Town resident who is at least 55 years old and has a current primary membership. In addition, they can maintain an associate membership in any/all remaining five clubs. They will not be counted towards the Town’s funding allocation of the club in which they are associate members of. They are allowed to hold office (only in one club at a time), are allowed to vote and make motions.

Section IV – Social Member – is a non-resident person wishing to join one of the six senior clubs, but are not counted in the Town’s funding allocation. If the individual club by-laws allow, they can hold office, be appointed to serve on committees or vote. The Senior Resources Department will maintain a social member roster for each club as these members need to be verified to go on club sponsored bus trips.

Article V – Meetings

Section I – Business Meetings of the membership will be held on the 4th Thursday of the month at 10:30 AM except during July and August. This may be changed by a majority vote of those present at any membership meeting. (amended 2024 by membership vote to change meeting time from 12:30 PM to 10:30 AM)

Section II – An Executive Committee meeting shall be held prior to the business meeting to plan the agenda for the meeting.

Section III – A special meeting of the Executive Committee may be called by the President for emergency business. (*amended June 2009 by membership vote to exclude “in consultation with the Club Director”*)

Section IV – Special meetings of the members may be called by the President on due notice to the membership. (amended June 2009 by membership vote to exclude “in consultation with the Club Director”)

Section V – All business meetings shall be conducted in a democratic manner in accordance with majority rule.

Article V – Officers and Their Duties

Section I – The Executive Committee: the 4 elected officers; President, Vice-President, Secretary and Treasurer.

Section II – The President:

- 1) Shall conduct all business and executive meetings, and shall appoint all committee chairs.
- 2) Is an ex-officio member of all committees except the Audit and Nominating.
- 3) Is authorized to sign checks.

Section III – The Vice President:

- 1) Will discharge the duties of the President in the event of their absence,
- 2) Shall be in charge of membership.

Section IV - The Secretary:

- 1) Will record the minutes of the business meetings, Executive Committee and Special meetings.

Section V – The Treasurer:

- 1) Will have authority to make disbursements, handle financial matters and will make regular reports at business and Executive meetings. All checks must be signed by the Treasurer or President.

Article VI – Committees

Section I - The Standing Committees are: Executive, Program and Sunshine, Tour and others deemed necessary or productive (such as refreshment, community service, publicity, etc.

Section II - The Executive Committee: The 4 elected officers: President, Vice President, Secretary and Treasurer.

Section III – No officers may be a member of the Colonie Senior Citizen Advisory Committee.

Article VII - Election of Officers

Section I – The President shall appoint a Nominating Committee in October to present a slate of Officers, hold elections at the monthly November meeting and installations the last Thursday in December before the Holidays. (amended and approved October 1994)

Section II – Terms of Office:

- 1) The term of office for officers shall be for two years from January to January and they shall not succeed themselves.
- 2) Exception to the term of any of these offices may be made by a majority vote of the members present at the November business meeting.

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Article VIII– Meetings

Section I – A membership business meeting shall be held on the fourth Thursday of each month at 10:30 PM. This may be changed by majority vote of those present at any membership meeting.

Article X – Expenditures

Section I – Funds received from The Town of Colonie are restricted in their use as indicated in the Guidelines or Regulations of The Town of Colonie.

Section II- Any member purchasing materials for Club use must receive permission from the President and submit an itemized statement with receipts to the Treasurer for payment.

Submitted by the Executive Committee to the members for consideration at the meeting, October 24, 2024.

By-Executive Committee

Diane Leonard, President

Debbie Teitsch, Vice President

Sheila Hyatt, Secretary

Jean Parker, Treasurer