

# DEEPDALE CIVIC ASSOCIATION

## Constitution and By-Laws

As Amended 2007

### Constitution

1. This is to be an unincorporated Association including persons who are property owners or residents of the area of Tredyffrin Township bounded by the South side of Upper Gulph Road on the North, Crestline Road on the South (residents on Crestline Road are within the Strafford Village Civic Association boundaries), both sides of North Wayne Avenue on the East, and the East side of Old Eagle School Road on the West.
2. The name of this Association shall be “Deepdale Civic Association”.
3. The purposes and objections of this Association shall be:
  - a) To strive by all proper means to make and keep this community a desirable and attractive place or section for the residents and property owners thereof.
  - b) To provide and afford property owners and residents of the area with a means of bringing civic problems to the attention of their fellow owners and residents.
  - c) To provide, through the Association, a medium for calling or bringing proper civic matters to the attention of appropriate Township, County, State or other authorities or officers.
4. The Deepdale Civic Association shall deal with matters which, in the opinion of the members or elected Officers, relate to or affect the Eastern end of Tredyffrin Township, the Township and County. This Association shall also cooperate with other civic associations of the Township for the common good of all.
5. The Officers and Directors of the Association must be members of the Association and residents of the area encompassed by the Association and their number shall be fixed and established by the By-Laws of the Association.
6. New Directors who shall be elected to fill any expired term shall be elected for three-year terms.
7. In the case of any vacancy on the Board of Directors, which does not occur as a result of an expired term, the Board of Directors shall have the right and power to appoint a qualified person to serve out the balance of any such unfinished term.

8. The Constitution may be amended at any regularly stated meeting of the Association by a two-thirds vote of the members present. Such amendments must be proposed at a regularly stated meeting prior to the one at which the vote is taken. However, not more than one regularly stated meeting shall intervene between the proposal and the vote.

## BY-LAWS

### Deepdale Civic Association

#### Article I      Officers

The officers of the Association shall be a President, a Vice-President, a Secretary, and a Treasurer, elected for a period of two years.

There shall be three Directors of the Association.

The ex-President of the Association, for a period of two years after termination of his or her tenure in office as President, and the three Directors shall constitute the Board of Directors.

No federal, state or local political office holder is eligible for any office.

#### Article II      Duties of Officers

Section 1. The President shall preside at the Meetings of the Association and of the Board. He or she shall, with the Secretary, sign all written contracts and obligations of the Association, and shall perform such other duties as the Board of the Association may direct. He or she shall appoint all Committees and be ex-officio, a member of all Committees.

Section 2. The Vice-President shall perform all the duties of the President in his or her absence, or during a vacancy in the office of the President.

Section 3. The Secretary shall keep minutes of all meetings of the Association and of the Board; shall issue notices of meetings; shall conduct the correspondence, and keep the records of the Association and, with the President, sign all written contracts and obligations of the Association. He or she shall maintain a listing of the current membership, assisted by the Treasurer's dues receipt records. He or she shall perform such other duties as may be required by the Board or by the By-Laws.

Section 4. The Treasurer shall collect all monies due the Association from every source and deposit the funds in the name of the Association in a bank or trust company approved by the Board. He or she shall, under the direction of the Board, disburse the funds. He or she shall keep the accounts of the Association and report thereon at each regular meeting of the board and the Association and more often if required. He or she shall assist the Secretary in maintaining a listing of paid memberships as dues are received.

### Article III      Board of Directors

Section 1. The Board of Directors shall direct the policy of the Association and shall manage and have charge of its affairs, funds and property and have the power and obligation to carry out the purposes of the Association as described in the Constitution and shall attend the Civic Association meetings.

### Article IV      Meetings, Nominations and Elections

Section 1. The regularly stated meeting of the Association shall be held during either October or November of each year. Other meetings of the Association may be called at the discretion of the President, should such meetings be deemed necessary.

Section 2. The Fall meeting shall be designated as the Annual Meeting; at which time, bi-annually, a President, a Vice-President, a Secretary, a Treasurer, and, at every annual meeting a Director shall be elected by ballot as provided in the Constitution and By-Laws. The tenure of these new officers will begin on January 1 of the following year.

Section 3. The President shall appoint a Nominating Committee to select candidates for nomination or solicit neighbors to fill such offices as may become vacant at the Annual Meeting. Additional nominations may be made by any member from the floor.

Section 4. Ballots may be cast by members at the Annual Meeting. Write-in ballots will be accepted from the membership.

Section 5. Roberts' Rule of Order shall govern the procedure at all meetings.

Section 6. Special meetings of the Association may be called by the President at any time. In the event of a special meeting, all members of the Association will be notified by telephone as soon as possible in advance of the meeting.

Article V      Committees

Section 1. The President shall appoint as the need arises, the following Standing Committees:

1. Township and Government
  - a) Public Safety
  - b) Public Welfare
  - c) Zoning, Building, and Taxes
2. Membership
3. Entertainment
4. Publicity

Section 2. If possible, the President shall request a delegate to attend meetings of Tredyffrin Township.

Section 3. The President shall appoint two delegates to the Civic Council and two alternates.

Article VI      Membership and Dues

Section 1. Any person over 21 years of age who is a property owner, or resident of the area described in Article 1. of the Constitution may become a member of the Association upon payment of his or her annual dues.

Section 2. The annual dues shall be sixteen dollars per household.

Article VII      Amendments

These By-Laws may be amended at any regularly stated meeting of the Association by a two-thirds vote of the members present. Such amendments must be proposed at a regularly stated meeting prior to the one at which the vote is taken. However, not more than one regularly stated meeting shall intervene between the proposal and the vote.