

# Tenakee Springs Business Association By-Laws

## **Article I. Name**

This association shall be named the Tenakee Springs Business Association, hereinafter referred to the TSBA

## **Article II. Place of Business**

The TSBA will maintain a place of business in Tenakee Springs, Alaska.

## **Article III. Purpose**

- To increase the economic development and sustainability of the businesses and the community of Tenakee Springs.
- Promote any activity that the TSBA believes will improve the greater good of Tenakee Springs and its citizens.
- To facilitate communication and the flow of information between the TSBA, the City and the citizens of Tenakee Springs for a positive business environment within the community.

## **Article IV. Membership**

### **Section 1 Eligibility**

- a) Any business operating or located in Tenakee Springs and holding a valid Alaska State business license shall be eligible to apply for a General membership.
- b) Any business, individual, non-profit corporation, or government entity is eligible to apply for an Associate membership.
- c) Membership application shall be submitted to Association officers.
- d) The Board of Directors shall establish and may alter a schedule of dues.
- e) Dues shall be paid annually in January. Membership is from January 1- December 31.

### **Section 2 Termination**

- a) Any member shall be terminated for non-payment of dues after ninety days from the due date, unless otherwise extended for good cause.
- b) Membership shall be terminated if the member business license is not current, member is not operating under the provisions of their license or otherwise operating their business in an illegal manner as determined by the State of Alaska.

### **Section 3 Exercise of Privileges**

A business will designate an individual to exercise the privilege of membership.

**Section 4 Voting**

Each General Business member will have one vote.

**Section 5 Complimentary**

The TSBA may grant General or Associate membership for services rendered and trade links when deemed appropriate.

**Section 6 Quorum**

A quorum shall consist of at least 2 officers and 2 other members, one officer being the President or Vice President. A simple majority is required to approve motions brought before the TSBA.

**Section 7 Privileges and Responsibilities**

	<b>GENERAL MEMBERSHIP</b>	<b>ASSOCIATE MEMBERSHIP</b>
Business or Non- Business Owner	Business Owner	May or may not be a business owner
Voting or Non-Voting	Voting	Non-voting
Annual Dues	\$50	\$25
May attend meetings	Yes	Yes
Name of Business or Associate listed on the Community Map	Yes	Yes
Name of Business or Associate listed on the Web page	Yes	Yes
Business Postal Address listed on the Web Site	Yes	No
Name of Business or Associate on the Webpage	Yes	Yes
Option for listing a link to your own Web page	Yes	No
Additional Web Link	Yes \$25.00 Annually	No

## **Article V. Officers**

### **Section 1 Officers**

The Officers of the Corporation shall be:

- 1) President; 2) Vice President; 3) Secretary; 4) Treasurer

The term of office shall be one year with an option to re-elect. Elections will be held at the Annual meeting. Nominations will be taken from the floor.

### **Section2 Duties of Officers**

President - Presides at all meetings of the Directors and Members. Act as a liaison between the TSBA, the City of Tenakee Springs and citizens of the community. Raise issues for the general membership.

Vice President - The Vice President shall, in the absence of the President, perform the duties of the President.

Secretary - Shall keep minutes of all meetings of the Members and Directors, a record of business correspondence and mailings. Designs and produces advertising items such as flyers, ads, and posters. Maintain official TSBA files.

Treasurer - Shall have custody of the TSBA funds and keep full and accurate accounts of receipts and disbursements in books belonging to the corporation. The Treasurer shall disperse funds as authorized, acknowledge donations and be responsible for all necessary reports.

The Board of Directors may combine the offices of Secretary and Treasurer.

### **Section 3 Board of Directors**

1) The Board of Directors shall be composed of (3) members elected by the membership and consist of the President, Vice President and Secretary. The Board of Directors may include Officers of the Corporation.

2.) Board of Directors shall regulate the administrative affairs.

## **Article VI. Meetings and Elections**

### **Section 1 Meetings**

Regular Meetings – will be held once a month, unless changed by the majority of a quorum at a prior meeting.

Special Meetings - may be called by the President or any three members of the TSBA. Only those items pertaining to the stated purpose of the meeting shall be discussed.

Agenda - An agenda shall be available at the meeting.

Annual Membership Meeting - The annual meeting of the Membership shall be held in Tenakee Springs with the date determined by the Board of Directors. The annual report shall be presented to the Membership at this meeting.

Protocol - Meetings will be conducted under Roberts Rules of Order, when needed.

## **Section 2 Elections**

The Membership shall nominate and elect the Board of Directors at the annual meeting.

The Board of Directors shall meet annual immediately following the annual membership meeting and shall elect the officers and conduct such other business as is appropriate.

Corporation Officers and Board of Director members will take office after the annual meeting and elections.

## **Article VII. Amendment**

### **Section 1 Procedure**

Additions, deletions, or changes, may be made to these By-Laws, by the majority of a quorum.

## **Article VIII. Financial Matters**

### **Section 1 Fiscal Year**

The fiscal year of the TSBA shall be the calendar year from January 1st - December 31 s•t

### **Section 2 Funds**

All money paid to the TSBA shall be placed in a general operating fund.

### **Section 3 Disbursements**

TSBA officers are authorized to make disbursements on approved expenses. Disbursement shall be by check signed by an officer approved by the board.

## **Article VIII. Limitation of Authority**

No action by any member, committee, or officer shall be binding upon, or constitute an expression of the policy of the TSBA, until it shall have been approved by the majority of a quorum.

## **Article X. Dissolution**

Upon dissolution or liquidation, the assets of the TSBA shall be distributed to other Tenakee Springs non-profit organizations.