

dba Sitka Outreach and Support [SOS]: Lifeline

BY-LAWS

ARTICLE I ORGANIZATION

The name of the organization shall be Easter Group, and business is done as Sitka Outreach and Support [SOS]: Lifeline.

The organization may at its pleasure by a vote of the membership body change its name.

ARTICLE II PURPOSES

The following are the purposes for which this organization has been organized:

The purpose of this organization is to be a collaborative community of concerned individuals, organizations, agencies, and faith-based communities in Sitka, Alaska committed to working together to address and support the comprehensive needs of those experiencing poverty and/or homelessness in our community so as to bring about hope.

ARTICLE III MEMBERSHIP

Membership in this organization shall be open to all who support the mission and purposes of the organization as stated in Article II.

ARTICLE IV MEETINGS

Regular meetings of this organization shall be held at places and dates agreed upon by the current membership.

The presence of at least two (2) officers and at least one (1) member for a minimum of three (3) shall constitute a quorum and shall be necessary to conduct the business of this organization. Meeting notices will be distributed to all members and the general public. The organization will meet at least quarterly with one of the meetings being an annual meeting.

ARTICLE V VOTING

All votes shall be by voice or by hand for in-person meetings, or electronic means when a decision is needed between in-person meetings.

ARTICLE VI ANNUAL MEETING

The annual membership meeting of this organization shall be held by May 31st each year.

The Secretary shall notify the membership and the community at large about the annual meeting no later than 30 days before the date of the meeting. The purpose of the annual meeting is to review by-laws, elect officers as needed, and review and set the Annual Goals and Operating Plan.

303 Kimsham St. * Sitka, AK, 99835 * 907-738-6336 info@eastergroup.org www.eastergroup.org EIN: 80-0647738



ARTICLE VII OFFICERS

Elected officers - The elected officers are President and Vice President.

Terms of office - The terms of all officers are two years and until the next annual meeting or until a successor is chosen (see Vacancies). Should the office of the President become vacant, the Vice President becomes President at once and a new Vice President is chosen as provided under "Duties, paragraph 2".

Appointed officers - The President appoints a Secretary and a Treasurer whose terms run concurrently with the President's.

Duties - The President shall preside at all meetings. They shall by virtue of their office be Chairman of the membership. They shall present at each annual meeting of the organization an annual report of the work of the organization. They shall appoint all committees, temporary or permanent. They shall see all books, reports and certificates required by law are properly kept or filed. They shall be one of the officers who may sign the checks or drafts of the organization.

The Vice President shall in the event of the absence or inability of the President to exercise their office become acting president of the organization with all the rights, privileges and powers as if they had been the duly elected president. If the President resigns their office, the Vice President will assume the office on a permanent basis and a new Vice President will be chosen at the next regular meeting.

The Secretary shall keep the minutes and records of the organization in appropriate books. They shall give and serve all notices to members of this organization. They shall be the official custodian of the records and seal of this organization. They may be one of the officers required to sign the checks and drafts of the organization. They shall present to the membership at any meetings any communication addressed to them as Secretary of the organization. They shall attend to all correspondence of the organization.

The Treasurer shall have the care and custody of all monies belonging to the organization and shall be solely responsible for such monies or securities of the organization. They shall cause to be deposited in a regular business bank any and all funds of the organization. As officer in charge of funds, they shall mail receipts and appropriate thank you notes to donors in a timely manner. They shall be one of the officers authorized to sign checks or drafts of the organization. No special fund may be set aside that shall make it unnecessary for the Treasurer to sign the checks issued upon it. They shall render at stated periods as the membership shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the membership of such meeting.

Officers shall by virtue of their office be members of the Easter Group dba Sitka Outreach and Support: Lifeline in good standing.

No officer shall for reason of their office be entitled to receive any salary or compensation.

Vacancies - Vacancies in elective positions are filled by the membership at the next meeting. The President shall fill vacancies for the appointed positions.

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ARTICLE VII OFFICERS [continued]

Removal – An elected officer may be removed if sufficient cause exists for such removal_and the membership votes accordingly.

ARTICLE VIII COMMITTEES

All committees of this organization, with the exception of the executive committee, shall be appointed by the President and their terms of office shall be for a period of one year or less if sooner terminated by the action of the President.

ARTICLE IX EXECUTIVE COMMITTEE

The president and vice-president shall serve as members of the executive committee, along with the appointed secretary and treasurer.

ARTICLE X SALARIES

The executive committee_shall hire and fix the compensation of any and all employees which they at their discretion may determine to be necessary for the conduct of the business of the organization.

ARTICLE XI AMENDMENTS

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than a majority of the officers and members at a meeting.

Proposed amendments passed at a meeting take effect at the close of the meeting at which they are adopted.

By-laws update was adopted on August 4, 2017

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