

Bylaws of Concerned Taxpayers of Duval County

ARTICLE I - NAME, PURPOSE

Section 1: The name of the organization shall be Concerned Taxpayers of Duval County, Inc.

Section 2: The Concerned Taxpayers of Duval County, Inc. is organized for the purpose identified in our mission statement.

ARTICLE II - MEMBERSHIP

Section 1: Membership shall consist only of dues paying and board approved members. Membership dues shall be set by the Board of Directors.

ARTICLE III - ANNUAL MEETING

Section 1: Annual Meeting. The annual meeting shall be held in January on a day, time and location set by the Board of Directors.

Section 2: Other public meetings will be scheduled throughout the year as determined by the Board of Directors.

ARTICLE IV - BOARD OF DIRECTORS

Section 1: Board Role, Size, Compensation. The Board is responsible for overall policy and direction of the Concerned Taxpayers of Duval County, Inc. The Board shall not be fewer than four members. The board receives no compensation.

Section 2: Meetings. The Board shall meet at least four times a year, at an agreed upon time and place.

Section 3: Board Elections. Election of directors will occur as the annual meeting of the organization. Directors will be elected by a majority vote of the current membership present at the meeting.

Section 4: Terms. All Board members shall serve one year terms.

Section 5: Quorum. A quorum must be attended by four Board members before business can be transacted or motions made or passed.

Section 6: Notice. Notices of meetings shall be posted to the website one week in advance.

Section 7: Officers and Duties. There shall be a minimum of four officers of the Board consisting of a President, Vice President, Secretary and Treasurer. Their duties are as follows:

The President shall convene regularly scheduled Board meetings, shall preside or arrange for other members of the executive committee to preside at each meeting in the following order: Vice- President, Secretary and Treasurer.

The Secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each Board members, and assuring that corporate records are maintained.

The Treasurer shall make a report at each Board meeting. Treasurer shall chair the finance committee, assist in the preparation of the budget, help develop fundraising plans, and make financial information available to Board members and the public and file required reports with the Supervisor of Elections.

Section 8: Interim Board Nominations. When a vacancy on the Board exists, nominations for new members may be received from members in good standing by the Secretary two weeks in advance of a Board meeting. These nominations shall be sent out to Board members with the regular Board meeting announcement, to be voted upon at the next Board meeting. These vacancies will be filled only to the end of the current term.

Section 9: Removal. A Board member may be removed by a three-fourths vote of the remaining directors.

Section 10: Special Meetings. Special meetings of the Board shall be called upon the request of the President or one-third of the Board. Notices of special meetings shall be posted to the website twenty four hours in advance.

ARTICLE V - COMMITTEES

Section 1: The Board may create committees as needed, such as fundraising, membership, etc. The President appoints all committee chairs.

Section 2: The officers serve as the members of the Executive Committee. Except for the power to amend the Articles of Incorporation and Bylaws, the Executive Committee shall have all of the powers and authority of the Board of Directors in the intervals between meetings of the Board of Directors, subject to the direction and control of the Board of Directors.

Section 3: Finance Committee. The Treasurer is chair of the Finance Committee, which includes three other Board members. The Finance Committee is responsible for developing and reviewing fiscal procedures, and annual budget with other Board members. The Board must approve the budget, and all expenditures must be within the budget. Any major change in the budget must be approved by the Board or the Executive Committee. The fiscal year shall be the calendar year. The financial

records of the organization are public information and shall be made available to the membership, Board members and the public.

ARTICLE VI - AMENDMENTS

Section 1: These Bylaws may be amended when necessary by a two-thirds majority of the Board of Directors. Proposed amendments must be submitted to the Secretary to be sent out with regular Board announcements.

These Bylaws were approved at a meeting of the Board of Directors of Concerned Taxpayers of Duval County, Inc. on March 9th, 2009.