

BY-LAWS

SOHO COMMUNITY ASSOCIATION

SECTION 1 - INTRODUCTION

101. PURPOSE

1. These by-laws are published for the guidance of members of the SoHo Community Association. They amplify the constitution with regard to the operation of the executive and detail the responsibilities and privileges of members.

102. PROMULGATION

1. The constitution and by-laws will be available on request directed to the recording secretary to the executive committee.

103. AMENDMENTS TO THE BY-LAWS

1. Any member may propose amendments to these by-laws by submitting the proposed amendment to the recording secretary in writing.
2. The recording secretary shall post the proposed amendment on the website and include the proposed amendment in agenda of a general meeting if possible.
3. A proposed amendment without reasonable advance notice may be considered at an executive meeting subject to the consent of the members present.
4. A proposed amendment shall be placed before a general meeting as a motion and shall be subject to the approval of a simple majority of members present.

SECTION 2 - MEMBERSHIP

201. ORDINARY MEMBERS

1. Those residents eligible for membership in accordance with article 202 of the constitution become members as residents of the SoHo Community as defined in Annex A.

SECTION 3 - MANAGEMENT

301. GENERAL

1. The SoHo Executive Committee is responsible for the efficient operation of the executive committee and its functions, for the benefit of the membership of the SoHo community.

302. DUTIES OF COMMITTEE MEMBERS

1. The duties of the following Executive Committee members are contained at the annexes indicated;
 - a. President Annex B
 - b. Vice President Annex C
 - c. Recording Secretary Annex D
 - d. Treasurer Annex E

SECTION 4 - OPERATIONS

401. NOTICES

1. Members shall be notified of SoHo activities and matters by means of the SoHo Website, emails and mailings.

402. SUGGESTIONS

1. Suggestions will be made verbally or in writing to any member of the Executive Committee.

408. COMPLAINTS

1. Complaints may be made verbally or in writing to any member of the Executive Committee.

SECTION 5 - FUNDS

503. EXPENDITURES

1. SoHo Executive funds may only be expended with the authorization of the SoHo Executive given in meetings as specifically outlined in the constitution.
2. The Executive Committee may authorize:
 - a. Recurring expenditures recognised by such by the executive; and
 - b. Non-recurring expenditures not exceeding \$50.00 per item or project.
 - c. Expenditures for a capital or non-recurring purpose of more than \$50.00 require the recommendation and approval of the Executive Committee and the general membership.