

# **New London Irish Parade, Inc.**

## **By-Laws**

### **Article I**

#### **Name**

##### **Section 1 Name**

The name of the corporation shall be New London Irish Parade, Inc., hereinafter referred to as New London Irish Parade.

### **Article II**

#### **Purposes**

##### **Section 1 Internal Revenue Service Status**

New London Irish Parade, Inc. is a non-profit corporation organized exclusively to promote exempt charitable purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, including receipt of contributions and fundraising for such purposes and making of distribution to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

##### **Section 2 Mission**

The mission of New London Irish Parade, Inc. is to honor St. Patrick and celebrate Irish heritage in New London with the tradition of the New London Irish Parade.

### **Article III**

#### **Section 1 Duties**

- A. Determine policies and program of New London Irish Parade, Inc. in accordance with the provisions of these By-Laws;
- B. Annually adopt goals for the achievement of the mission of New London Irish Parade, Inc.;
- C. Approve an annual budget for the upcoming business year;
- D. Oversee the collection of revenue and disbursement and expenditures by New London Irish Parade, Inc.
- E. Perform other such duties as prescribed in these By-Laws, or as may be required by law.

### **Article IV**

#### **Officers**

##### **Section 1 Number and Position of Officers**

The Executive Board of New London Irish Parade, Inc. shall consist of a President, Vice President, Secretary and Treasurer. The number of officers may be reduced and positions combined as deemed necessary. Positions of Officers may be filled by the Corporation at the annual meeting.

##### **Section 2 Election and Term of Office**

Vacancies shall be filled by a majority vote by the Executive Board. The term of office for each position shall be one (1) year. Upon election, officers shall take office April after their election and serve until the end of the term for which they were elected or until their resignation or removal.

##### **Section 3 Resignation**

An officer may resign at any time upon written notice to the President and the resignation shall take effect upon receipt. The acceptance of a resignation shall not be necessary to make it effective.

##### **Section 4 Removal**

An officer may be removed with just cause by a vote of at least two-thirds of the Corporation not to include said officer.

##### **Section 5 Duties**

- A. President shall call and preside at Corporation meetings, form sub-committees and appoint members,

as well as perform other duties associated with the office.

B. Vice President shall assume the duties of the President in the absence or incapacitation of the President.

C. Secretary is the recording officer and custodian of records, except those specifically assigned to others.

D. Treasurer shall oversee and maintain the financial activities and records.

E. In the event of an absence of an officer duties may be delegated to other officers.

## **Article V**

### **Members**

#### **Section 1 Membership**

An individual may be elected as a member of the Corporation with a majority vote of the Executive Board.

#### **Section 2 Member responsibility**

Individuals accepted as members shall assist the Members to promote the mission of New London Irish Parade, Inc.

## **Article VI**

### **Sub-Committees**

#### **Section 1 Formation of Sub-Committees**

The President may appoint sub-committees and assemble members as deemed necessary to fulfill the mission of New London Irish Parade, Inc.

## **Article VII**

### **Meetings**

#### **Section 1 Types of Meetings**

A. Annual Meetings shall be held on or before March 31.

B. Regular Meetings shall be held at a frequency and time determined by the Executive Board.

C. Special Meetings may be called as necessary by the Executive Board.

#### **Section 2 Notice of Meetings**

Notification and agenda of meetings shall be made in writing seven (7) days in advance when possible, except in the case of special meetings.

#### **Section 3 Quorum**

At all meetings a quorum, a majority of the Corporation members shall be present for the transaction of business. In the event a quorum is not reached, no formal action shall be taken except to adjourn the meeting to a subsequent date.

#### **Section 4 Committee Action without Meeting**

Telephone, email or text polls for action by the Corporation can be used to expedite issues, which require the immediate attention of the Corporation.

#### **Section 5 Recording of Meeting Minutes**

Minutes of previous meeting shall be reviewed at the start of each meeting. Minutes shall be recorded at each meeting.

