

THE LAKE GARDA IMPROVEMENT ASSOCIATION BY-LAWS  
ADAPTE BY GENERAL MEETING OCTOBER 1946

Amended October 1976, January 1980, May 1980, March 1982, March 2003, October 2014

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ARTICLE I

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ASSOCIATION

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Section A. The organization shall be known as The Lake Garda Improvement Association, hereafter referred to as The Association”.

Section B. The Association shall consist of members as defined in Section 4 of the charter.

Section C. The governing body of The Association, collectively referred to as “The Board” is defined in Section 5 of the charter.

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ARTICLE II

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QUALIFICATIONS FOR VOING AND HOLDING OFFICE

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Section A. A qualified property owner shall be defined as the owner(s) of record holding a bonafide deed duly recorded in the town clerk’s office.

Section B. One vote shall be allocated to each property where the assessment account is current.

Section C. Any qualified property owner whose assessment account is current may be eligible to hold office. Only one owner of a property may hold office at a time. Newly elected board members may be subject to a review by the sitting board including but not limited to a vetting process or background check and personal interview within 30 days of election.

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ARTICLE III

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MEETINGS

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Section A. At least two general meetings shall be held per year, one to present and vote on the budget and the other to present nominations to The Board and elect same as defined in section 5 of the charter. Additional general meetings may be called at the direction of the board as described in section 5 of the charter.

Section B. The qualified property owners at a general meeting shall constitute the quorum.

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ARTICLE IV

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REAL ESATE TRANSFERS

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Section A. All real estate transfers and changes of address of any property owner shall be reported by the property owner to the tax collector for purpose of record.

Section B. No real estate may be purchased, sold, or condemned in the name of The Association without the approval by a simple majority vote of the qualified members at a general meeting.

Section C. No real estate held in common by The Association shall be sold, encumbered, or changed in character without the approval by a simple majority vote of the qualified members at general meeting.

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## ARTICLE V

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### Committees

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Section A. Such committees as are necessary to conduct the business of The Association shall be appointed by The Board. A nominating committee shall select at least one slate of officers and directors for submission to the secretary 30 days before the general meeting for election for inclusion in the meeting agenda.

Section B. At its first meeting each committee shall elect one of its members as chairman for the duration of the committee. Prior to the first meeting the president shall appoint a temporary chair.

Section C. The Board is empowered to fill any vacancies that may occur.

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## ARTICLE IV

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### NOMINATION AND ELECTION OF THE BOARD

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Section A. Nominations shall be made by the nominating committee. Any additions to these nominations may be made from the floor at the general meeting for elections.

Section B. The tax collector shall certify the right of each member to vote.

Section C. The president, vice president, secretary, treasurer, and tax collector shall serve one year terms but not limited to one term.

Section D. Six directors shall serve on The Board with at least two each from Burlington and Farmington. Two directors shall be elected each year for three year terms. The Board may elect up to four additional directors having the same authority as the three-year directors for the purpose of providing special skills or talents to The Board and the membership. These directors will be elected as necessary for terms not to exceed twelve months. They may be converted into a 3-year director position if warranted and appropriate, and may be elected to additional 12-month terms. The term can also be reduced to less than twelve months by a simple majority vote of The Board. These directors can assist in areas including but not limited to assessment research, landscaping, legal, conservation, beach monitoring, property owner surveys, zoning or financial.

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## ARTICLE VII

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### VOTING

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Section A. Voting on any proposals or measures shall be accomplished by a show of hands or written ballot.

Section B. The objection of any voter to the show of hands shall automatically call for a written ballot.

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## ARTICLE VIII

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### DUTIES OF THE BOARD

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Section A. The president shall preside at all meetings and shall be the executive officer of The Association. The president shall also perform all other duties as are incident to their office or are properly required of the officer by the Board.

Section B. Should the office of the president be vacated before the term expires the vice president shall become president for the remainder of the term. The simple majority of The Board shall have the power to fill any other vacancies until filled by election at the next general meeting.

Section C. The vice president shall have the power to perform the duties of the president if the president is absent or disabled. The vice president shall also perform all other duties as incident to their office or are properly required of the officer by the Board.

Section D. The secretary shall keep minutes of all meetings, preserve all documents and correspondence, and conduct all official correspondence. The secretary shall also perform all other duties as are incident to their office or are properly required of the officer by the Board.

Section E. The treasurer shall receive all monies collected from the tax collector and deposit said monies in the name of The Association in a timely manner. They shall make no disbursement without the approval of The Board. The treasurer shall also perform all other duties as are incident to their office or are properly required of the officer by the Board.

Section F. The tax collector shall keep a current list of property owners and collect all assessments. Such collections must be remitted to the treasurer in a timely manner and collections deposited by the treasurer also in a timely manner. The tax collector shall also perform all other duties as are incident to their office or are properly required of the officer by the Board.

Section G. The Board shall have supervision of the lake, all funds, property, and roads of The Association subject to such instructions as they receive from members and as governed by these by-laws.

Section H. The fiscal year shall extend from May 1<sup>st</sup> to April 30<sup>th</sup>. The Board shall have the treasurer and tax collector records audited just prior to the general meeting for elections for presentation to the members.

Section I. The Board shall insure adequate liability coverage as well as bond policies for the treasurer and tax collector.

Section J. The Board shall prepare a budget of expenses for the next fiscal year with an appropriate member assessment amount to present to the members at the budget general meeting prior to that fiscal year.

Section K. The Board shall hold meetings monthly or more often if needed. These meetings are open to the members unless a special circumstance requires the board to meet in executive session.

Section L. The Board shall act upon suggestions and complaints as received by the members.

Section M. If any member of The Board shall be absent from three consecutive meetings without good reason they may be replaced at the discretion of The Board.

Section N. The Board may levy fines on members as detailed in section 7 of The Association charter for activities that are not compatible with the purpose of The Association as stated in section 3 of the charter. Such activities include but are not limited to unruly pets, unauthorized littering, applying unapproved fertilizers, and disruptive behavior on The Association Lake or property.

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## ARTICLE IX

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### EXPENDITURE OF FUNDS

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Section A. The Board shall be allowed to expend the total sum of the budget as approved by the members. The expenditure of any other monies or the borrowing of any monies without the approval of the members present at a general meeting is prohibited. At monthly meetings the board shall vote on disbursement of funds in accordance with the approved budget. The board may approve emergency expenditures as needed.

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## ARTICLE X

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### ANNUAL ASSESSMENT

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Section A. All property owners shall be assessed equally regardless of the number of lots owned. Each dwelling owned above one shall be charged an additional assessment.

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## ARTICLE XI

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### RESTRICTIONS ON LAND USE

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Section A. The Board shall constitute the governing body in the administration of the land use as defined and restricted in section 7 of the charter. The following general rules apply:

1. The Board has the obligation to approve or disapprove building plans and designs.
2. All buildings and sewage systems shall conform to the laws of the State of Connecticut and regulations of the towns involved.
3. Not more than one single family dwelling is to be built on a lot defined by the respective town to constitute a building lot.
4. No building shall be erected closer than 35 feet from the high water mark of the lake.
5. No business is to be constructed on The Association property, nor shall any advertising sign be displayed.
6. No nuisance shall be created in the area that defines The Association.

7. The Board or a general meeting shall make such other rulings they deem essential.

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## ARTICLE XII

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### RULES AND AMMENMENTS

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Section A. The current version of Roberts Rules of Order shall be the authority in all decisions pertaining to procedure in meetings.

Section B. These by-laws may be amended by a two-thirds majority vote at a general meeting providing a copy of the proposed amendment has been included in the notice of the meeting.

Section C. Approval and acceptance of the by-laws as revised October 2014 shall supersede any previous by-laws adopted by The Association.