



BY – LAWS

of

SANDY TERRACES ASSOCIATES

(an unincorporated club)

SECTION 1 - This organization shall be known as Sandy Terraces Associates, hereinafter referred to as the club.

SECTION 2 - This club shall operate as a non-profit organization. All funds obtained shall be used for the operation, advancement and improvement of the club and the club's camp grounds to be known as Sandy Terraces and hereinafter referred to as the camp property.

SECTION 3 - The camp property shall be governed by four Trustees who hold the camp property in trust in accordance with the terms of quitclaim deed recorded July 28, 1952 with Registry of Deeds, Barnstable County, Massachusetts, Book 817, Page 386, transferring title from Charles L. and Mary R. Hamblin to Charles L. Hamblin, et al. The four Trustees shall be those Trustees named in said deed and/or such subsequent Trustees as may be appointed to fill vacancies in accordance with the provisions of said deed.

SECTION 4A - The club shall be governed by a Managing Director whose duties shall be to:

- a. Call all meetings which may be deemed necessary and all meetings which are called for by these By-Laws;
- b. Preside at all meetings;
- c. Appoint chairmen of all committees which he may deem necessary to constitute from time to time and receive all committee reports;
- d. Keep a record of the minutes of the Annual Meeting and all other special meetings of an official nature;
- e. Keep an accurate and permanent record of all monies received;
- f. Keep a record of all disbursements;
- g. Receive and answer all correspondence pertaining to the club;
- h. Maintain a permanent file of all official correspondence and all other papers relative to the activities of the club;
- i. Direct the affairs and policies and govern and manage the business of the club, except where special powers are designated to individuals by these By-Laws;

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- j. Establish membership requirements;
- k. Interview all prospective members and accept or reject individuals for membership and issue membership cards in accordance with membership requirements established by these By-Laws and by the Managing Director;
- l. Determine advisability of exclusion or expulsion of individual members and cancel and void such individual memberships as may be determined will be for the best interests of the club;
- m. Establish annual membership fees and establish all other fees or charges which may be deemed necessary;
- n. The actions of the Managing Director shall be final in all matters pertaining to the club, except that the Advisory Council, by majority vote, has the right to appeal the actions of the Managing Director to the Trustees and the resulting action of the Trustees shall be final.

SECTION 4B - An Advisory Council, composed of three (3) members, shall be constituted who shall:

- a. Receive recommendations and suggestions from the membership on changes in club policy, operational procedures and any club matters of interest to the membership, consider such recommendations and suggestions and, if favorably considered by majority vote, pass on such recommendations and suggestions to the Managing Director for consideration;
- b. Counsel the Managing Director on any matter pertaining to the club when requested to do so by the Managing Director;
- c. Have the right or appeal, by majority vote, to the Trustees, of any decision or action of the Managing Director.

SECTION 5 - The method of appointment, election, qualifications, and terms of office of the Managing Director and three (3) members of the Advisory Council shall be as follows:

- a. The Managing Director shall be appointed by the Trustees to hold office for an indefinite period until removed by the Trustees;
- b. The three (3) members of the Advisory Council shall be elected at the Annual Meeting. At the first Annual Meeting following the adoption of these By-Laws, three (3) members shall be elected, one (1) member for a one-year term, one (1) member for a two-year term, and one (1) member for a three-year term. At each succeeding Annual Meeting one (1) member shall be elected for a three-year term. In addition, if any of the other Advisory Council offices were vacated for any reason whatsoever during the year, whether or not temporary appointment was made to fill the vacancy in accordance with Section 5b (4), at the annual meeting one (1) member shall be elected for each office so vacated to serve the unexpired term of that office;

- (1) Election shall be by majority vote of members in good standing at the Annual Meeting;
- (2) There shall be no limitation on the number of successive terms of office which individual members may serve;
- (3) In order to be eligible for election to office, candidates for office must have been a member of the club in good standing for a period of two (2) years immediately preceding nomination and election, and must be a member of the club in good standing at the time of election;
- (4) Any Advisory Board office made vacant by whatsoever cause shall be filled by appointment of the Trustees. Any person so appointed must meet the eligibility requirements for such office as set forth in Section 5b (3) of these By-Laws. Such appointee shall serve only until a successor is duly elected at the next following Annual Meeting regardless of the unexpired term of the member whose office became vacated.

- c. Individual members may serve in only one office at any given time, except that the Trustees referred to in Section 3 of these By-Laws shall be eligible to hold office as Managing Director or as a member of the Advisory Council while serving in the capacity of Trustees.

SECTION 6 - The Managing Director shall call an Annual Meeting each year commencing with the year 1953. Such meeting shall be called for the Sunday immediately preceding the first Monday of September and shall be held at the camp property, except that if unusual circumstances would prevent the Annual Meeting being held at the time and/or place herein specified the Managing Director shall call the Annual Meeting for another appropriate time and/or place, Notice of such Annual Meeting shall be mailed to all members by the Managing Director not less than ten (10) days prior to the date of the meeting.

SECTION 7 - An official book of record shall be maintained by the Managing Director. The minutes of all Annual Meetings and all other special meetings of an official nature shall be recorded in the book of record by the Managing Director. Further, the names and addresses of all members of record as of the date of each Annual Meeting shall be recorded in the book of record by the Managing Director following each Annual Meeting. In the absence of other membership records, the last previous recorded membership list in the book of record shall be considered to be the official list. Further, an annual financial report of the club shall be given by the Managing Director at each Annual Meeting, and such financial report shall be permanently recorded in the book of record following each Annual Meeting.

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- SECTION 8 - Membership requirements, in addition to any requirements which may be established by these By-Laws, shall be established by the Managing Director. New members shall be admitted into the club only upon the approval of the Managing Director in accordance with the requirements established. The Managing Director's action in accepting or rejecting new applications for membership shall be final, except that the Trustees, by majority vote, after examination of the facts, may direct the Managing Director to reverse the original action taken in acceptance or rejection of an individual application for membership.
- SECTION 9 - The Managing Director shall have the right to exclude or expel members from the club. Such action may be taken by the Managing Director following which simple notification of termination of membership shall be given to the expelled members by the Managing Director. Membership shall cease immediately upon such notification. In the event of termination of membership by action of the Managing Director, the members expelled shall be refunded their paid up annual membership fee on a pro-rated basis of 1/12th of their annual paid up fee for each month or more than half a month of their unexpired membership.
- SECTION 10 - If a member is expelled from the club or membership ceases for any reason including death, such member shall have no property value in the club or camp property.
- SECTION 11 - All persons, by accepting membership in the club, release all other members, the club, the officers and the Trustees from all liability.
- SECTION 12 - Membership fees shall be payable in advance and membership shall expire one year from date of issue unless terminated earlier by notification of termination as called for by Section 9 of these By-Laws.
- SECTION 13 - Members desirous of constructing buildings on the camp property must first make application to the Trustees for permission to construct such buildings. Approval by the Trustees of the application must be obtained before any building may be constructed. All buildings constructed must be of a type and of a construction approved by the Trustees. Buildings must be kept neat and in repair at all times.

SECTION 14 - The Trustees shall have jurisdiction over all matters pertaining to the camp property. No person or persons shall in any way alter the camp property without first obtaining the necessary permission from the Trustees.

SECTION 15 - Following the ratification of these By-Laws the present Director shall continue to serve in that capacity and shall perform the duties of all the officers called for by these By-Laws until the 1953 Annual Meeting at which time elections shall be held for the offices and in accordance with the requirements called for by Sections 4 and 5 of these By-Laws.

SECTION 16 - These By-Laws may be changed or amended only at the Annual Meeting, or at a Special meeting called by the Managing Director upon receipt of request for such meeting from five (5) or more members. Notice of intention to change the By-Laws must be mailed to all members by the Managing Director not less than Ten (10) days prior to the date of the meeting. Notice of intention to change the By-Laws must include the text of the proposed changes. These By-Laws may be changed or amended by a three-fourths vote of the members in good standing present at the Annual Meeting or at a special meeting prior to which the required notification of intention to change the By-Laws was mailed to all the members. However, no change may be made to these By-Laws which would bring these By-Laws into conflict with the provisions of the quitclaim deed referred to in Section 3 of these By-Laws.

Section 1 – 16 Voted and Ratified August 1959

SECTION 17 - Sandy Terraces does not allow either visitors or members to maintain a Dog on the premises. The lone exception is a Service Dog which is defined as a Dog specifically trained and documented for that purpose. Any member wishing to apply for the exception must present a Doctors note/prescription outlining the need for such an animal. This request must be presented and approved by the Director and Trustees before any Dog will be allowed. If approved the Dog must stay on the owners site and accompany the owner when leaving Sandy Terraces. The exception being a seeing eye Dog which may have access about the grounds with the owner.

Section 17 Voted and Ratified July 2005

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