

The logo is a green, stylized knot or Celtic knot design, consisting of four interlocking loops that form a square shape with rounded corners. The text "Dublin Community Senior Center" is centered over the knot in a black, serif font.

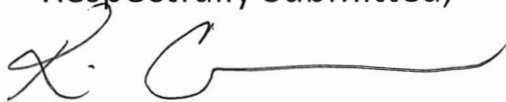
Dublin Community Senior Center

March 6, 2024

At the Senior Advisory Council meeting on March 4, 2024 the council voted unanimously to recommend minor changes the Senior Advisory Council By-Laws as well as to four senior center policies. The policies are titled Senior Center Operational Hours and Inclement Weather Closings, Senior Center Computer and Internet Use, Senior Center Public Use, Senior Center Special Events, Classes & Trip Refunds.

If you have any further questions, please feel free to contact me at 248-698-2394.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "K. Gordinear", with a long horizontal flourish extending to the right.

Kathy Gordinear- Director

By-Laws
White Lake Township Senior Advisory Council
(updated March 2024)

Article I- Name

The name of this group shall be the White Lake Township Senior Advisory Council.

Article II- Purpose

The purpose of this council is:

- 2.1- To assess the needs of the senior population within the White Lake Township.
- 2.2- To be accountable to the White Lake Township Board of Trustees relative to the programs and projects that assist the seniors and/or enriches their lives.
- 2.3- To provide an outlet for leadership, creativity, and services for the senior population.
- 2.4- To disseminate information regarding health, recreation, education, and social services through coordinated planning with other organizations, agencies, and institutions.
- 2.5- To assist the Senior Director by recommending:
 - a) Goals and priorities for the use of the center.
 - ~~b) Fund-raising activities to help finance the operation of the center.~~
 - c) The selection and direction of the professional and support staff for the activities of the center.
 - d) Long-range funding and budget management of the center.
 - ~~e) Senior transportation program.~~
 - f) Establishing policies and procedures.

Article III – Membership

This council shall consist of at least five (5) and no more than nine (9) members, with the majority being over 55 years of age or older.

- 3.1- Appointment of Members
Membership in this Council shall be approved by the White Lake Township Board of Trustees upon the recommendation of the Senior Advisory Council. Membership shall be staggered if there are enough interested people willing to serve on the Senior Advisory Council.
- 3.2- Prerequisites for Membership
~~Members of this council must be active-participants in the senior center programs.~~ *by joining programs at least quarterly* All members will serve as volunteers and have an interest in and a commitment to the needs of the senior population of White Lake Township.

3.3- Terms of Membership

The term shall consist of two (2) years unless there are no other interested people willing to serve on the Senior Advisory Council.

3.4- Termination of Membership

a) Failure to attend three (3) consecutive meetings may be the cause for termination of membership. The chairperson shall review the status with the members and recommend suitable action to the Senior Advisory Council.

b) The White Lake Township Board of Trustees may remove any member for cause by a majority vote of its members, upon such recommendations by 2/3 of the membership of the Senior Advisory Council.

Article IV- Meetings

4.1- Annual Meetings

The first meeting of each calendar year shall be designated as the Annual Meeting. ~~At this meeting, officers shall be elected and dates for future meetings established.~~ An annual report shall be presented by the outgoing Chairperson for approval of the membership and submission to the White Lake Township Board of Trustees.

4.2- Regular Meetings

Regular meetings of the Senior Advisory Council shall be held at least four (4) times in a calendar year.

4.3- Special Meetings

Special meetings may be called by the Chairperson when he/she deems it is necessary, with at least three (3) days notice.

4.4- Quorum

A quorum shall consist of a majority of current membership.

Article V- Officers

5.1- Election of Officers

Officers shall be elected during the last scheduled meeting of the calendar year. A majority vote of those in attendance shall be required to elect the new officers. Elected officers shall assume their duties at the first meeting of the following year. Any open position shall be filled for the remainder of the term by a majority vote at any meeting of the Advisory Council and recommendation to the BOT for approval.

5.2- Duties

A Chairperson shall be responsible for establishing the agenda for each meeting and will preside over said meeting in accordance with simplified Robert's Rules of Order. The Vice-Chairperson shall act in the capacity of the Chairperson in his/her absence. The Secretary shall keep accurate minutes of all meetings and handle any necessary correspondence. The Senior Center Director shall act as the Advisory Board Treasurer. The treasurer shall be responsible for the receipt of all

money collected for the Dublin Community Senior Center programs. Treasurer shall keep the Advisory Council informed as to the financial affairs of the senior center.

5.3- Tenure

The officers will serve for a one (1) year term. Any officer can be elected for more than a single term.

Article VI- Amendments

The members of the Senior Advisory Council may amend these by-laws at any regular meeting of the Council by a majority vote, provided the proposed changes have been submitted to the members of the Council at least two (2) weeks prior to the date of the planned action and further provided that the White Lake Township Board of Trustees give final approval.