

By-Law Committee

Minutes for the meeting July 17, 2023

Meeting called to order 6:37

Committee Member present – Chairman Robert Kiehm, Jean Cassella, Heather Edelson, Alan Howell. Cindy Porriello

Also, in attendance: President Jay Cassella

The committee continued working on a “code of conduct” / rules of order as part of the by-law amendment presented by Mary Beth Russo using the Democratic Rules of Order as a guideline. The Rules of Order attached is the final revision that will be presented to the BOG for approval.

Section 52 Building Regulations - **TABLED**

There was an extensive dissection of the current by-law regarding the responsibility of the property owner, the responsibility of the association, where or not 2 copies should be required and when the property owner should submit permits. It was decided that property owner should submit to the association upon their issuance of required permits. The reason for the submission of permits to the association is to ensure that both the town and association regulations are being followed. The exact wording for the by-law was not agreed upon - Tabled

Meeting Adjourned at 7:58

Next meeting is scheduled for 8/14 at 6:30pm @ 9 East Shore Dr.

Respectfully Submitted,

Robert Kiehm

Robert Kiehm
Chairman By-Law Committee

Rules of Order for Hidden Lake Association Meeting

Purpose: To provide for an orderly meeting where all members of the Association can participate within the limitation of the agenda without fear or intimidation and with respect for the Board of Governors and other members of the association so the Board of Governors may conduct the business of the Association without disruption.

The Hidden Lake Association is governed by:

State Statues – Chapter 105 and some parts Chapter 99

Our Charter - An Act Incorporating the Hidden Lake Association (1937; amended 1971)

Our By-Laws

Past Practices

The agenda for all meetings is outlined in Section 13 of our By-Laws.

- 1. Meeting called to order** – BOG Meetings are scheduled for the last Monday of the month (the Board of Governors typically do not meet December – February).
- 2. Roll Call of Officers** – Officers present and absent from the meeting to confirm a quorum is present.
- 3. Reviewing of the Minutes of the last meeting for adoption** – unapproved minutes are available to all association members on the Hidden Lake website prior to the meeting.
- 4. General Discussion for the public of short duration** - This is to allow the members to voice their concerns or comments to the BOG. During this time any member of the association may request of the BOG to add an agenda item to this meeting or to a future meeting. Such a request may be taken under consideration by the BOG.
- 5. Report of the Treasurer** - report of monthly monetary distributions and balances on hand.
- 6. Report of Committees** – refer to section 15A of the By-Laws.

7. **Unfinished Business** – Business that was previously tabled.
8. **New Business** –New business proposes an issue that is new to this meeting. It may be something not discussed before or something that was defeated at a past meeting (or even at the last meeting).
9. **General Discussion** – This allows members to voice their comments or concerns about the business that was just conducted.

DISCIPLINE AT MEETINGS – refer to section 9 of our by-laws

Section 9. The presiding officer shall have control of the meeting room; preserve decorum therein; prevent personal reflections in debate; confine members to the question under discussion; name the member entitled to the floor; decide all questions of order subject to appeal; enforce the provisions of the corporate charter and the by-laws.