

# Village Improvement Association Orange City Woman's Club, Inc.

Orange City, Florida  
Organized May 15, 1894

**Purpose:** To operate exclusively to unite women and to promote their common interest in charitable and educational projects.

**Founding Member GFWC Florida  
Federation of Women's Clubs 1895  
Member of General Federation  
of Women's Clubs 1901**



General Meetings 1:00 p.m.  
Luncheon Meetings 12:00 p.m.  
First Thursday, October through May  
At Jane Murray Hall  
First Congregational Church  
201 W. University Ave.

Executive Board Meetings Precede General Meetings &  
are held at  
Albertus Cottage  
200 E. Rose Ave.

**2014-2015 Small Print Edition**

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## Past Presidents

* Mrs. Buelah Hooker	1894–1897
* Mrs. Louise Morse	1897–1906
* Mrs. Elizabeth Rust	1906–1907
* Mrs. Elizabeth Heebner	1907–1909
* Mrs. Nellie L. Andrews	1909–1912
* Mrs. Sarah Fenn	1912–1913
* Mrs. Isabella Dunlap Gerhardt	1913–1914
* Mrs. Emma Dickinson	1914–1916
* Mrs. Isabella Dunlap Gerhardt	1916–1920
* Mrs. Carrie Brady	1920–1921
* Mrs. Anna Graves	1921–1923
* Mrs. Elizabeth Heebner	1923–1928
* Mrs. Laura Eppelsheimer	1928–1930
* Mrs. Mary M. Murray	1930–1932

## **Past Presidents *(Continued)***

* Mrs. Dora Wilson	1932–1934
* Mrs. Mary Martin	1934–1936
* Mrs. May W. Starkweather	1936–1940
* Mrs. Olive M. Lewis	1940–1941
* Mrs. Dora McCreight	1941–1943
* Mrs. Lillian Campbell	1943–1945
* Mrs. Louise Jackson	1945–1947
* Mrs. Sarah Ehrmann	1947–1948
* Mrs. Clarissa S. Veerling	1948–1950
* Mrs. Mabel Ironside	1950–1952
* Mrs. Annabells Straight	1952–1953
* Mrs. Marion Stocker	1953–1954
* Mrs. Hannah Bendwig	1954–1956
* Mrs. Mansell Warner	1956–1958
* Miss Esther Emerson	1958–1960
* Mrs. Leila Clark	1960–1961
* Mrs. Mary Hall	1961
* Mrs. Alfield Behnke	1961–1966
* Mrs. Ruth Bramfitt	1966–1968
* Mrs. Alfield Behnke	1968–1970
* Mrs. Minnie Hines	1970–1971
* Mrs. Eleanor Johnson	1971–1974
* Mrs. Edna Herig	1974–1976
* Miss Gladys McCallum	1976–1978
* Mrs. Anna Bonner	1978–1980
* Mrs. Mary Hayes	1980–1982
* Miss Charlotte Isham	1982–1984
* Mrs. Marjorie King	1984–1986
* Miss Mildred Jackson	1986–1988
* Mrs. Geraldine Kinney	1988–1990
* Mrs. Joanne J. McWaid	1990–1994
Mrs. Virginia MacDonald	1994–1996
Mrs. Doris Larson	1996–1998
Mrs. Jean J. Miller	1998–2000
Mrs. Dorothy Pomeroy	2000–2002
Mrs. Joan J. LaFleur	2002–2004
Mrs. Carolyn Benton	2004–2006

### **Past Presidents (*Continued*)**

Mrs. Dorothy Pomeroy	2006–2008
Mrs. Joan J. LaFleur	2008–2012

\* Deceased

## Elected Officers

President	Priscilla Ballasy	386-774-0288
1 <sup>st</sup> Vice-President (Program Chairman)	Laura Wendorf	386-801-6500
2 <sup>nd</sup> Vice-President (Publicity Chairman)	Jean (JJ) Miller	386-822-7829
3 <sup>rd</sup> Vice-President (Membership Chairman)	Bette Fox	386-775-2161
Record. Secretary	Carolyn Benton	386-775-0755
Asst. Rec. Secretary	Louise Clarke	386-532-9432
Corres. Secretary	Genie Augustine	386-774-5639
Treasurer	Joan LaFleur	386-774-2973
Asst. Treasurer	Therese Callahan	386-456-0125

## Appointed Officers

Historian	Joan LaFleur	386-774-2973
Devotional Leader	Bette Fox	386-775-2161

## Program Service Area Chairmen

Education	Carloyn Benton	Oct 2	386-775-0755
Conservation	Louise Clarke	Nov 6	386-532-9432
Christmas	Margaret Childress	Dec 4	386-218-4048
Arts & Crafts	Pat Sims	Jan 1	386-774-8051
Home Life	Marion Raymer	Feb 5	386-668-7279
Int'l Issues		Mar 5	
Public Affairs	Carol Johnson	Apr 2	386-316-3312

# Standing Committees

**Piano:** Carolyn Benton

**Supplies:** Genie Augustine 386-774-5639

## District 6 Director

***Julia George***

6770 Ridgewood Ave., Unit 901

Cocoa Beach, FL 32931

321-868-7393

[cbwcjuliageorge@yahoo.com](mailto:cbwcjuliageorge@yahoo.com)

## Duties and Responsibilities

### Members

Each member is expected to serve on at least one REFRESHMENT COMMITTEE during the year as a hostess. An exception is granted to each associate member. DUE TO A LIMITED NUMBER OF MEMBERS, you may be asked to serve more than once a year.

### Dues

Your membership fee is due at the **April** meeting. The treasurer should receive your payment no later than May 30 for your name to be included in the membership list for the coming year.

### Special Project Chairmen

The chairmen of special projects (fashion show, Christmas parade, teachers' lunch), should meet with their committees well in advance of the event to plan ads; posters, refreshments, prizes, tickets, etc. All newspaper

### ***(Special Project Chairmen Continued)***

publicity should be given to the Publicity Chairman as early as possible (no later than two weeks before the event).

The chairman must announce the event to the membership. She is responsible, if necessary, for selling tickets to the members and the general public.

NOTE: Volunteering to serve for SPECIAL PROJECTS is a service in addition to being on a program committee.

It is vital to our club that we have a *working* membership. We need *everyone*.

## Program Chairmen

The chairman of each monthly general meeting is in charge of having a speaker or performance that relates to her chair. She should meet with her committee about 2 weeks prior to the event to decide on refreshments and check on supplies.

If the chairman wishes to appoint a head hostess from her committee, she may do so, always remembering it is still her responsibility to see that everything is “under control.”

*She should give the Publicity Chairman information about her meeting well in advance of the meeting. The Publicity Chairman must send the information to the newspapers no later than 2 weeks ahead of the publication date.*

She should also call the Chairman of the Telephone Committee and tell her the same information that she gives to the Publicity Chairman.

## Chairmen and Hostess Duties

On the day of the function, the chairman and her hostesses must come early to the hall to decorate and prepare for serving refreshments. ***The hostesses provide food, plates, utensils, napkins, and table centerpieces.***

### ***(Chairmen & Hostesses Continued)***

The program chairman or hostesses should check ahead of time for supplies. The VIA cupboard contains tablecloths and some supplies and should always be checked well in advance. General supplies (coffee, tea, sugar) are handled by the Supplies Chairman; cream is supplied by the hostesses.

Keep your costs under control; be kind to your hostess committee's finances. The entire refreshment committee (including program chairman) should remain for cleanup. In the event of a large club function, a dishwasher may be hired. Check with the president to be certain of the amount of money the board allows for hiring a dishwasher.

Do not clean up while a program is in progress. We will appear rude to the speaker. It is often best for guest speakers to give their programs before we serve refreshments, thus alleviating this problem.

The committee must dry, stack, and put away any dishes used. If any member cannot assume the assigned hostess duty, as listed in this booklet as "*Chairmen and Hostess Duties*", it is the chairman's responsibility to find a replacement.

The tablecloths are to be taken home, cleaned, and returned before the next function. The president, or her designee, is responsible for final lock up.

## Activity Chairmen

If a special activity is planned, the chairman is responsible for arranging a meeting place, and a refreshment hostess, if appropriate. Members are asked to call or sign up so the chairman and hostess can complete their plans for the meeting. The president or her designee is responsible for locking up.



# Current Members

## **Augustine, Genie (Mrs. James)**

30 Florabunda Circle

Orange City, FL 32763-6196

(386) 774-5639      Birthday July 3



## **Ballasy, Priscilla**

474 West Oakwood Avenue

Orange City, FL 32763

386-774-0288      Birthday Nov 5

email: [pbavonforu@gmail.com](mailto:pbavonforu@gmail.com)



## **Benton, Carolyn (Mrs. Ken)**

710 West Wisconsin Ave.

Orange City, FL 32763

386-775-0755      Birthday May 18

email: [kencar00@aol.com](mailto:kencar00@aol.com)



## **Callahan, Therese (Mrs. William)**

8 Azalea Drive, #A

Orange City, FL 32763

386-456-0125      Birthday July 29

email: [bosca159@yahoo.com](mailto:bosca159@yahoo.com)



## **Childress, Margaret**

551 Alessandra Cir, Apt. 2304

Orange City, FL 32763

386-218-4048      Birthday Jan 5



*(Members Continued)*

**Clarke, Louise**

1712 N. Merrick Dr  
Deltona, FL 32738 Birthday May 20  
H 386-532-9432 C 207-752-1234  
Email: [clarke@gmail.com](mailto:clarke@gmail.com)



**Doris Elsea**

7 Maple Ct.  
Orange City, FL 32763  
386-218-4814 Birthday June 17  
Email: [nana-doris@hotmail.com](mailto:nana-doris@hotmail.com)



**DiVittrio, Amy**

981 E Eau Gallie Blvd., #E62  
Melbourne, FL 32937  
386-473-2477 Birthday March 24



**Fox, Bette (Mrs. Thomas)**

2235 S.E. Second Street  
Orange City, FL 32763  
386-775-2161 Birthday July 27



**Frons, Joan**

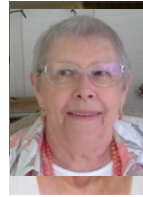
314 King Lake Drive  
DeBary, FL 32713  
386-775-6689 Birthday May 1



*(Members Continued)*

**Johnson, Carol**

8 Nasturtium Ct (386)316-3312 C  
Orange City, FL 32763  
386-218-4850 H Birthday Dec 16  
Email: [Carol4572@aol.com](mailto:Carol4572@aol.com)



**Kinzly, Barbara**

345 Kings Lake Drive  
DeBary, FL 32713  
386-775-8763 Birthday December 8  
email: [barbkinz@gmail.com](mailto:barbkinz@gmail.com)



**LaFleur, Joan (Mrs. Robert)**

20 Azalea Dr., #A  
Orange City, FL 32763-1307  
H386-774-2973 C386-956-3791  
Birthday Oct.19  
email: [jlafleur6@cfl.rr.com](mailto:jlafleur6@cfl.rr.com)



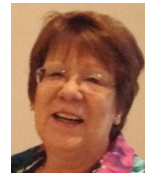
**Locke, Patricia**

824 Saxon Trace Way, #202  
Orange City, FL 32763  
386-960-7098 Birthday March 27



**Masiarczyk, Barbara**

2025 Adelia Blvd.  
Deltona, FL 32725  
386-789-4178 Birthday June 6  
email: [jmasiarczyk@embarqmail.com](mailto:jmasiarczyk@embarqmail.com)



*(Members Continued)*

**Pacifico, Mimi (Mrs. Angelo)**

5 Eucalyptus Dr., #B  
Orange City, FL 32763-9091  
386-456-0011      Birthday Nov 25  
email: merimac2005@gmail.com



**Pomeroy, Dottie**

667 North Leavitt Ave.  
Orange City, FL 32763  
386-848-0025      Birthday May 21



**Plontke, Aida**

206 Pinefield Dr  
Sanford, FL 32771  
407-715-8408      Birthday Aug 13



**Ranaldo, Joan (Mrs. Robert)**

50 Columbine Trail  
DeBary, FL 32713  
386-956-6708      Birthday May 26  
email: joanr50@att.net



**Raymer, Marion**

50 Lantana Drive  
DeBary, FL 32713-2422  
386-668-7279      Birthday Sep 20  
maray32713@comcast.net



*(Members Continued)*

**Rundgren, Kathy**

817 Racine Road

Orange City, FL 32763

386-774-6252      Birthday June 26

email: kayray2@earthlink.net



**Pat Sims**

12 Sweetgum Dr., #A

Orange City, FL 32763

386-774-8051 Birthday Feb 9

[prsims@centurylink.net](mailto:prsims@centurylink.net)



**Stavley, Addie (Mrs. Earl)**

810 South Hill Avenue

DeLand, FL 32724

386-740-1276      Birthday Dec 31



**Wegrzyn, Ida Jane**

2025 Adelia Boulevard

Deltona, FL 32725

386-785-7169      Birthday March 28



**Wendorf, Laura**

209 East Gardenia Drive

Orange City, FL 32763      Birthday Jan 22

H 386-775-0784 -C 386-801-6500

email: law@wholesum.net



**Williams, Patti (Mrs. Donald)**

881 Tappan Circle



Orange City, FL 32763  
386-774-7341 Birthday April 23

## Associate Members

### **Brandt, Winifred**

275 Jarvis Avenue  
Orange City, FL 32763  
386-775-1032 Birthday March 12  
email: gbrandt@cfl.rr.com



### **Fallacaro, Grace (Mrs. Dominic)**

355 Tappan Circle  
Orange City, FL 32763-4849  
386-775-3696 Birthday October 30  
email: GraceFallacaro@gmail.com



### **Hilbrandt, Kathleen**

41 Narcissus Drive  
DeBary, FL 32713  
668-4043 Birthday January 26  
email: kahwasp44@aol.com



### **Honigman, Millie (Mrs. Alfred)**

18 Azalea Drive, #B  
Orange City, FL 32763  
386-775-0560 Birthday May 14



*(Associate Members Continued)*

**(MacDonald, Virginia (Mrs. Donald)**

2215 Parkview Avenue  
Orange City, FL 32763-7757  
386-775-3709      Birthday March 9  
email: ginny0308@gmail.com



**Miller, Jean (JJ) (Mrs. James)**

232 Westchester Dr.  
Deland, FL 32724  
822-7829      Birthday October 7  
email: jserena3@gmail.com



## Honorary Members

**Blue, Ruth (Mrs. Carson)**

447 North Oak Avenue  
Orange City, FL 32763  
774-2671      Birthday December 17  
email: bluefly2@msn.com



**David, Marguerite A.**

407-347-3583

2420 Copperhill Loop      Birthday May 4  
Ocoee, FL 34761 (Winter Address)  
214 Village Blvd. #26A (Spring/Summer Address)  
Lake Lure, NC 28746 (828)625-9768

**Donovan, Mrs. Julia**

518-863-2754

P.O. Box 980, 196 Skiff Road      Birthday May 22  
Northville, NY 12134-0980

*(Honorary Members Continued)*

**Larson, Dorrie (Mrs. Lloyd)**

951 Oakwood Road

Orange City, FL 32763-5028

386-774-4252

Birthday January 4



**Little, Mary (Mrs. Wm. Brad)**

2052 Aldoro Terrace

Deltona, FL 32725-3320

386-789-5514

Birthday Sept. 2

**Lindsay, Ann F.**

236 East Rose Ave.

Orange City, FL 32763

775-2284

Birthday July 9



**Pastore, Helen**

100 Dunn Tower Dr., #909

Rochester, NY 14624

Birthday Dec. 25

**Tarantino, Mary (Mrs. Ernest)**

518-458-1713

308 S. Manning Blvd, Albany,

NY 12208

Birthday Aug. 31

**Todd, Isabelle**

11 Azalea Drive, #B

Orange City, FL 32763

774-5914

Birthday June 28





# Program 2014 – 2015

Sep 19<sup>th</sup> – 21<sup>st</sup> GFWC FL 2014 FALL BOARD, Orlando

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**Oct 2<sup>nd</sup> Board Meeting** 9:00 a.m.  
**Luncheon – Pot luck** 12:00 p.m.  
**General Meeting** 1:00 p.m.  
Program: Education –  
Chairperson: Carolyn Benton  
Hostesses: Dorrie Larson, Addie Stavely

**Oct 23<sup>rd</sup> -26<sup>th</sup> GFWC Southern Region**

**Oct 24<sup>th</sup> District 6 Report Writing Workshop**  
GFWC Satellite Beach Woman's Club.

**Oct 23-26 GFWC Southern Region Meeting**  
Litchfield Beach Golf Resort  
Pawleys Island, SC

**Oct 25<sup>th</sup> City Halloween Party** 6:00 p.m. to 9:00  
p.m. Held in cooperation with the City. Date TBA  
Spooks: Dottie Pomeroy

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**(Program 2014-2015 Continued)**

**Nov 6<sup>th</sup> Board Meeting**                      **9:00 a.m.**  
**Social Time**                                      **12:30 p.m.**  
**General Meeting**                              **1:00 p.m.**

Program: Conservation

Chairperson: Louise Clarke

Hostesses: Patti Locke, Patti Williams

**Reminder:** Bring non-perishable food items to this meeting for Christmas Food Baskets! Check the Newsletter for more items to bring!

**Nov 11<sup>th</sup> District 6 2014 Annual Meeting**

Community Woman's Club, Cocoa, FL

**Nov 15<sup>th</sup> Fashion Show & Luncheon**

"Boutique on Wheels" out of Naples, FL

11:30 at Fellowship Hall, 259 W. University Ave

Tickets are \$15 – Call Priscilla at (386) 717-0975 or  
Laura at (386) 801-6500 to get your tickets.

Tickets are also available at City Hall!

**Nov 27<sup>th</sup> HAPPY THANKSGIVING – THANK YOU FOR ALL  
YOU DO!!!!!!**

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**Dec 4<sup>th</sup> Board Meeting**                              **9:00 a.m.**  
**Luncheon**                                              **12:00 p.m.**  
**General Meeting**                                      **1:00 p.m.**

Program: Christmas

Chairperson: Marge Childress

Hostesses: Ruth Blue, Joan Ronaldo

Guests including husbands are invited!!!

Entertainment: TBA

*(Program 2014-2015 Continued)*

**Dec 13<sup>th</sup> Christmas Village/ Christmas Parade**

from 12:00 p.m. – 8:00 p.m. Volunteers needed to help run booth and participate in parade!

**Dec Pack and deliver food baskets.** Date TBA

**Dec 25<sup>th</sup> MERRY CHRISTMAS AND  
HAPPY NEW YEAR!!!!!!**

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**Jan 8<sup>th</sup> Board Meeting** 9:00 a.m.

**Social Time** 12:30 p.m.

**General Meeting** 1:00 p.m.

Program: Arts & Crafts

Chairperson: Pat Sims

Hostesses: Amy DiVittorio, Genie Augustine,

Doris Elsea

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**Feb 5<sup>th</sup> Board Meeting** 9:00 a.m.

**Social Time** 12:30 p.m.

**General Meeting** 1:00 p.m.

Program: Home Life

Chairperson: Marion Raymer

Hostesses: Barbara Kinzly, Bette Fox,

Therese Callahan

**Feb 7<sup>th</sup> GFWC Leads Seminar**

**Feb District 6 Arts/Crafts & Awards Meeting**

The Woman's Club of Deland Arts/Crafts judging for District 6 and award certificates based on reporting. Date TBA!

**(Program 2014-2015 Continued)**

**Mar 5<sup>th</sup> Board Meeting** 9:00 a.m.  
**Luncheon – Pot luck** 12:00 p.m.  
**General Meeting** 1:00 p.m.

Program: International Issues

Chairperson:

Hostesses: Virginia MacDonald, Kathy Rundgren,  
Kim Reading

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**Apr 2<sup>nd</sup> Board Meeting** 9:00 a.m.  
**Social Time** 12:30 p.m.  
**General Meeting** 1:00 p.m.

Program: Public Affairs

Chairperson: Carol Johnson

Hostesses:

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**May 1<sup>st</sup> Picnic in Park** ...Location, Blue Spring Park  
**Everyone bring a dish to share.**

Chairpersons: Priscilla Ballasy, Joan LaFleur

Hostess: Laura Wendorf

**May 15<sup>th</sup> -18<sup>th</sup> GFWC Florida Spring Convention**

**May 28<sup>th</sup> District 6 Spring Meeting**

VIA Orange City Woman's Club

**Jun 11<sup>th</sup> -15<sup>th</sup> GFWC 2015 Convention**

# By Laws

## Article I: Name

**Section 1.** The name of the club shall be Village Improvement Association Orange City Woman's Club, Inc., hereinafter referred to as the Club .

**Section 2.** This club is a member of the constituent division of the GFWC Florida Federation of Women's Clubs and the General Federation of Women's Clubs, with the privilege of representation in the meetings of these organizations and shall be responsible for the payment of per capita as provided by the bylaws of each Federation.

## Article II: Object

The object of the Orange City Woman's Club shall be to unite women, to promote their common interest in charitable and educational purposes, to operate exclusively within the meaning of Sec. 501c(3) of the Internal Revenue Code of 1954, and to otherwise comply with any requirements for classification as an exempt organization under such section.

## Article III Dissolution

In case this corporation wishes to dissolve and by due process of law shall dissolve, all assets of whatever nature, or their equivalent in value, which remain after the just debts and

liabilities of this corporation have been satisfied, shall be used for such educational or public purpose or purposes, within the State of Florida, as will complete or continue undertakings for the public benefit, already begun by the Club, and any remaining assets shall be distributed for purpose or purposes within the scope of Internal

Revenue Service 501c(3). No part of the net income or earnings of the corporation shall inure to the benefit of any

*(Bylaws Continued)*

individual member or be distributed to its members or officers.

## Article IV: Membership

**Section 1.** Any woman resident of the community who is interested in the object of this club is eligible for membership, providing a member in good standing has extended an invitation to attend two but not more than four general meetings as a guest before she declares her intentions to join. The sponsoring member shall present an application with the prospective name to the membership chairman who shall in turn present the name to the president. The prospective member shall attend a meeting of orientation held by either, or both, the membership chairman and the president. The president shall notify the board of the new member who shall be eligible to pay the annual dues and shall be inducted into the Club with the attendance of the sponsor at the next installation ceremony.

**Section 2.** There shall be four classes of membership: Active, Inactive Associate, Life Member, and Honorary Life Member.

1. Active Membership shall include all privileges of membership in the District VI GFWC Florida Federation, and the General Federation of Women's Clubs, as provided by the bylaws of each organization. They shall have the right to vote, hold office, and shall be responsible for carrying on the work of the Club.

2. Inactive Associate shall be a member of at least two years standing who is no longer able to carry the full responsibilities of membership. Upon request, the Board shall approve by a majority vote.

This category of membership shall include: payment of dues

*(Bylaws Continued)*

set in the Standing Rules and entitles the member to all privileges of Active Membership. Additional qualifications may appear in the Rules.

3. Life Membership shall be granted to those who elect to endow the Club with a payment as set in the Rules. Such members shall have the privilege of membership without further payment of dues.

4. Honorary Membership may be bestowed by the simple majority vote of the Board on any person who has served the Club with distinction; who is no longer able to enjoy the activities of the Club (for example, lives in a nursing home or has moved from our immediate area); or who desires to become part of the VIA Orange City Woman's Club, while maintaining membership in another federated Woman's Club. No dues shall be paid and membership shall be recognized locally only. Additional qualifications may appear in the Rules.

5. A former member may be reinstated by the payment of current dues.

**Section 3.** Termination may be by:

1. Written request to the Board by the member,
2. Non-payment of dues 30 days after notification by the Treasurer, or
3. A 2/3 vote of the Board for behavioral circumstances that could be detrimental to the purpose of the Club and contrary to its Collect.

## Article V: Dues

**Section 1.** Annual dues shall cover Local, State and National Assessments and shall be set forth in the Standing Rules. Dues must be paid by the date stated in the Rules and shall not be prorated.

*(Bylaws Continued)*

## Article VI: Meetings

**Section 1.** The meetings of the club shall be held once a month October through May as set forth in the Rules. Time and date of meeting may be changed by the Executive Board, providing advance notice is given to the membership.

**Section 2.** The fiscal year shall agree with Club payment of GFWC Florida and GFWC dues.

**Section 3.** Annual Meeting. The annual meeting shall be held in April and shall be for the purpose of receiving reports of officers and committees, electing officers, and such other business as may arise.

**Section 4.** Budget. The prepared budget, approved by the Executive Board, shall be presented to the membership for adoption during the April Annual Meeting.

**Section 5.** A Quorum of the membership shall consist of a majority of Club members.

## Article VII: Officers

The officers of this Club shall be: President, 1<sup>st</sup> Vice-President, 2<sup>nd</sup> Vice-President, 3<sup>rd</sup> Vice-President, Recording Secretary, Assistant Recording Secretary, Corresponding Secretary, Treasurer, and Assistant Treasurer.

### A. Nominations and Elections

**Section 1.** The Nominating Committee shall consist of three persons who have been members of the Club for at least one year. One shall be appointed by the President from the Executive Board; one shall be elected from the Executive Board, and one shall be elected from the Club at Large.



*(Bylaws Continued)*

**Section 2.** The Nominating Committee shall prepare a slate of Officers consisting of at least one name for each office. All candidates with the exception of President must have been a member of the Club for at least one year and must give prior consent to their nomination. The President Elect should have served on the Executive Board as an elected official for at least two years within the past four years.

**Section 3.** The selected slate of officers shall be presented at the March General Meeting. Nominations may be made from the floor. Elections shall take place at the April General Meeting. Installation shall take place at the May General Meeting.

**Section 4.** Election shall be by ballot except where there is only one name for each office, then the Secretary shall cast the unanimous ballot.

## B. Term of Office

**Section 1.** The term of office for all officers shall be two years, with each officer serving until her successor is elected. An officer may serve in the same office for a consecutive term. An officer having served the major portion of a term shall be considered to have served a full term.

**Section 2.** A vacancy in any elected office shall be filled by the Executive Board for the unexpired term, except the Office of President (which shall be filled by the 1<sup>st</sup> Vice-President, or descending Vice-Presidents), the office of Recording Secretary (which shall be filled by the Assistant Recording Secretary), and the office of Treasurer (which shall be filled by the Assistant Treasurer).

*(Bylaws Continued)*

## C. Duties

**Section 1.** The President shall be the official representative of the Club to the GFWC Florida and the GFWC and shall see that all Federation information is presented to the Club. She shall preside at all meetings of the Club and the Executive Board; shall be ex-officio member of all committees except the Nominating committee; shall appoint all necessary committees and Heads of Program Service Areas, which are necessary to conduct the work of the Club.

**Section 2.** The 1<sup>st</sup> Vice-President shall perform all duties of the President in her absence; understudy the work of that office; shall be Chairman of the Program Committee; and shall perform other duties that may be assigned to her.

**Section 3.** The 2<sup>nd</sup> Vice-President shall perform all duties of the President and 1<sup>st</sup> Vice-President in their absence, understudy the work of their offices and shall be Publicity Chairman, keep the Press Book, and keep current History Records.

**Section 4.** The 3<sup>rd</sup> Vice-President shall perform all duties of the President , 1<sup>st</sup> and 2<sup>nd</sup> Vice-Presidents in their absence, understudy the work of their offices and shall be Membership Chairman and New Member Counselor.

**Section 5.** The Recording Secretary shall write and keep accurate Minutes of the General Meetings and Executive Board Meetings and shall deliver all Secretary's books and records in her custody to her successor within one month after her term expires.

**Section 6.** The Assistant Recording Secretary shall assume the responsibility of the Recording Secretary in her absence.

*(Bylaws Continued)*

**Section 7.** The Corresponding Secretary shall assist the President with the official correspondence of the Club; send our activities and news to District VI Clubs, furnish the District and State Federation with a list of the Club Officers immediately after the election; send the name of the President to GFWC Florida Headquarters and to the General Federation of Women’s Clubs Headquarters.

**Section 8.** The Treasurer shall be custodian of all Club funds; disburse funds only upon order of the Executive Board; keep a record of all receipts and disbursements; submit a written report at the General Meeting and Executive Board Meeting; shall deliver all records in her possession to her successor within one month after her term expires; and shall deliver her books for Audit upon request.

**Section 9.** The Assistant Treasurer shall assist the Treasurer with Financial responsibilities of the Club, and assume responsibilities of the Treasurer in her absence.

**Section 10.** All officers should attempt to attend all District VI Meetings to complement our Club’s voting strength.

## Article VIII Appointed Officers, Program Service Areas, and Standing Committees

**Section 1.** Appointed Officers shall be:

Parliamentarian/Historian	Social Chairman
Auditor	Budget Chairman
Chaplain	Ways and Means
Counselor (Immediate Past-President)	

*(Bylaws Continued)*

**Section 2.** Program Service Areas shall be:

Arts and Crafts

Home Life

Literature and Music International Affairs

Conservation

Public Affairs

Education

Program Service Areas (PSA) Chairmen shall plan Programs for the General Meeting under the direction of the Program

Chairman (1<sup>st</sup> Vice-President). The PSA committees may enter into any projects with the approval of the Board. All funds raised must be paid into the Treasury.

**Section 3.** Standing Committees are appointed by the President with the approval of the Executive Board. They shall give reports to the Board as requested.

## Article IX: Executive Board

**Section 1.** The Executive Board shall consist of the Elected Officers, Appointed Officers, PSA Chairmen, Counselor(s), and the Immediate Past-President.

**Section 2.** Regular meetings of the Executive Board shall be held once a month preceding the general meeting, and special meetings may be called by the President.

**Section 3.** The Executive Board shall manage the affairs of the Club, fill vacancies in office; and determine the disposition of Club funds, with approval of the Membership; present all recommendations to the Club Members for approval; and perform such other duties as may be authorized by the Club.

**Section 4.** A Quorum of the Executive Board shall consist of a majority of the Executive Board members.

*(Bylaws Continued)*

## Article X: Parliamentary Authority

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern the Club in all cases to which they are applicable and in which they are not inconsistent with these Bylaws and any special rules of order the Club may adopt.

## Article XI: Amendments

These Bylaws may be amended at any meeting by a two-thirds vote of the members present and voting, provided the amendments have been approved by the Executive Board and submitted to the membership at a previous meeting. Proposed amendments to the Bylaws without previous notice shall require a unanimous vote.

Bylaws Revised March 2012 by Bylaws Committee:

Carolyn Benton

JJ Miller

Joan LaFleur

Priscilla Ballasy

Approved April 5, 2012 by Membership.

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# Our Collect

**(by which we strive to live our lives)**

Keep us, oh God, from pettiness;

Let us be large in thought, in word, in deed.

Let us be done with faultfinding  
and leave off self-seeking.

May we put away all pretense  
and meet each other face to face,

Without self-pity and without prejudice,

May we never be hasty in judgment and always generous.

Let us take time for all things;

Make us to grow calm, serene, gentle.

Teach us to put into action our better impulses,

Straightforward and unafraid.

Grant that we may realize it is the little  
things that create differences,

That in the big things of life we are at one.

And may we strive to touch and to know

The great, common human heart of us all.

And, oh Lord God, let us forget not, to be kind!

*Mary Stewart*

# Table Grace

Be present at our table Lord,  
Be here and everywhere Adored.  
These Morsels Bless and Grant That We,  
May Feast in Paradise with Thee.

AMEN

*Contributed by our Devotional Leader Bette Fox*

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## And A Last Word

***“Good manners in clubs are the same as good manners elsewhere, only a little more so. A club is for the pleasure and convenience of many; is never intended as a stage setting for a ‘star,’ ‘clown,’ or ‘monologist.’ There is no place when a person has greater need in restraint and consideration for the reserve of others than in a club.” -- Emily Post***

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*This edition Created by Vice President, Laura Wendorf  
Edited & Proofed by J.J. Miller & Joan LaFleur July 2014*