

Constitution and Bylaws of The Junaluskans

Lake Junaluska, North Carolina

Article I Name

The name of the body shall be “The Junaluskans,” an organization of the residents and friends of Lake Junaluska Assembly, Inc. and historically connected to the United Methodist Church. The Junaluskans is a subsidiary organization of Lake Junaluska Assembly, Inc., a nonprofit entity.

Article II Objectives

The Junaluskans seek to:

1. support the mission of Lake Junaluska Assembly, Inc.,
2. strive for the development and beautification of the assembly grounds through volunteer service,
3. provide community activities needed for the well-being of its residents and guests,
4. build and encourage a caring and supportive community,
5. foster a spirit of civic pride on the part of the residents of the Assembly and cultivate friendships and goodwill within the community, and
6. support religious, civic, and educational activities of the Assembly.

Article III Membership

Property owners and persons interested in Lake Junaluska Assembly, Inc. are eligible for voting membership in the organization upon making an annual monetary contribution as determined by Board of Directors of The Junaluskans.

Article IV Fiscal Year

The fiscal year shall be the calendar year: January 1 through December 31.

Article V Amendments

Any proposed amendment shall first be submitted and read in a regular meeting of the organization and then be carried over to the next regular meeting or a special called meeting. A majority vote of the members present is required. It is required that the Constitution and Bylaws be reviewed and modified as necessary on years ending in zero (2030, 2040, etc.). Earlier review and revision may be made more frequently at the

discretion of the Executive Board. In as much as the Junaluskans are a volunteer and social subsidiary of Lake Junaluska Assembly, Inc., all modifications to the Constitution and Bylaws must be approved by the Board of Trustees of Lake Junaluska Assembly, Inc.

Bylaws of the Organization

Article I Officers

1. Officer Eligibility: Any member in good standing of The Junaluskans is eligible to hold an elected office within the organization. The only exception shall be staff and employees of Lake Junaluska Assembly, Inc.
2. The officers of this organization shall be:
 - A. PRESIDENT: The President's primary duty shall be to preside at all meetings of this organization, the Executive Board, and the Board of Directors. Additionally, the President shall represent (or assure representation by an alternate of the organization) to the Lake Junaluska Assembly, Inc. Board of Trustees as an ex officio member with vote. The President will be The Junaluskans primary interfacing member to the staff of Lake Junaluska Assembly, Inc.
 - B. VICE PRESIDENT: The Vice President's primary duty shall be to preside at all meetings and to fulfill all other duties in the President's absence. Additionally, the Vice-President will serve as the Chairman of the Scholarship Committee. Other responsibilities shall be mutually agreed upon with the President.
 - C. RECORDING SECRETARY: The Recording Secretary shall be responsible for keeping accurate records of actions taken at all business meetings of the organization. They shall also handle all correspondence for the Executive Board and Board of Directors of The Junaluskans. The minutes of each meeting shall be archived with the appropriate permanent office as determined by the Board and the Assembly.
 - D. TREASURER: The Treasurer shall be responsible for collecting all monies and approval for payment of all disbursements made by The Junaluskans. The treasurer will review monthly reports, prepared by the Treasurer/Business Manager of Lake Junaluska Assembly, Inc., for their accuracy. They shall present reports to the Board of Directors at their monthly meetings. The Treasurer shall work with the Treasurer/Business Manager of Lake Junaluska Assembly, Inc. to oversee the financial status of The Junaluskans.

The Treasurer/Business Manager of Lake Junaluska Assembly, Inc. is empowered by The Junaluskans to account, receive, and disburse funds on behalf of The Junaluskans. They are expected to prepare a monthly report on income and disbursements. Additionally, The Junaluskans Treasurer shall have the responsibility of conducting Board and membership meetings in the absence of both the President and Vice President.

E. MEMBERSHIP SECRETARY – The Membership Secretary shall keep an ongoing record of all persons who are members of The Junaluskans. This position requires promoting membership, receiving dues, and providing a yearly listing of all members to the general membership.

3. TERMS: Officers shall be elected to a two-year term. No elected officer may serve more than two consecutive terms in the same office. Terms shall begin with the January meeting in odd numbered years. The exception is the immediate past president shall serve a one-year term at the conclusion of their final term. A partial term shall not be considered when calculating eligibility.
4. VACANCY: Should any office become vacant, it shall be filled by a majority vote of members at the next regular meeting and shall be based on the recommendation by the Executive Board.
5. BOARD OF DIRECTORS: The Board of Directors shall be comprised of elected officers, the immediate past president as stated under the terms of Article I, number three, and a single representative of each recognized program of the Junaluskans, and others, as determined by the Executive Board. The Lake Junaluska Assembly, Inc. CEO, or his/her designee shall be an ex-officio member without vote of the Board of Directors. The Board shall meet monthly and otherwise as determined by the President.
6. EXECUTIVE BOARD: The Executive Board shall be comprised of the President, Vice-President, Secretary, Treasurer, and Membership Secretary. They shall meet as directed by the President.
7. NOMINATING COMMITTEE: The Nominating Committee shall be named by the Executive Board with due consideration to the overall representation of the membership. The Nominating Committee shall be established in the second quarter of even numbered years. The Committee shall be made up of three (3) members. The Chair shall come from the Board of Directors and a minimum of one member of the committee shall come from the general membership. They shall be responsible for a slate of nominees to be presented by the Chair of Nominations first to the Board of Directors at the September meeting. The slate shall include any officer positions and program chairs that are to be filled. The slate shall then be presented to the general membership at the October meeting.

The membership shall have the opportunity to make alternate nominations from the floor at the November meeting. The election shall take place in November. In the event of a mid-term vacancy, the Executive Board shall recommend a replacement to the Board of Directors for approval. If the President is incapable of completing a term, the Board of Directors will recommend and approve their replacement.

8. ELECTION PROCESS: At the November meeting, the President shall call on the Chair of Nominations to present the slate of officers. The President shall then ask for any alternate nominations from the floor. There shall then be a vote on each contested office to perfect the slate of officers. Once that is completed, the slate shall be approved by a majority vote of the body. All those elected will take office on January 1.

Article II Meetings

The Board of Directors and full membership meetings shall be held on the first Wednesday of each month unless otherwise determined by the organization or the Executive Board. The Executive Board shall meet as determined by the President. Special meetings may be called by the President as deemed necessary. In such instances, the purpose of the meeting shall be stated in advance and included in the meeting announcement. A quorum shall be constituted by those present and eligible to vote. Members may attend Board of Directors meetings but only as observers.

Article III - Budget

A budget shall be prepared by the Executive Board and presented to the Board of Directors annually by the Treasurer. It shall be considered by the Board of Directors during the third quarter and finalized at the November meeting. The budget shall consider all sources of income and financial needs of the recognized Programs and Financial Projects. Once perfected by the Board of Directors, the annual budget shall be presented in a full membership meeting. Extra budgetary financial requests throughout the year shall be presented to the Executive Board and regardless of their decision, the information shall be passed along to the membership.

Article IV Programs and Financial Projects

The focus of The Junaluskans, as stated in Article II of the Constitution, shall be lived out through various Programs and Financial Projects. The distinguishing factor between the two shall be The Junaluskans have planning responsibilities or coordinators for stated

activities of Programs. Financial Projects are those budget items listed as ongoing support items but not supervised programs of The Junaluskans. Both will be officially recognized by the Board of Directors by a minimum of two-thirds vote. The Board of Directors may add or delete Programs or Financial Projects from time to time to meet the changing needs of the organization.

Programs shall have designated individuals or committees to give them life and shape. Once that official recognition has occurred, they are entitled to have representation on the Board of Directors. Each program shall have only one representative on the Board of Directors and only one vote. Any changes to Programs and Projects shall be shared with the membership at the next regular meeting.

Financial Projects shall be maintained in compliance with the Constitution of The Junaluskans and listed in the budget. These adopted projects do not include representation on the Board of Directors. This does not preclude one-time financial requests made against non-designated budget dollars.

A list of approved Programs and Financial Projects shall be reviewed annually by the Executive Board and presented to the Board of Directors for adoption.

A current list of Programs and Financial Projects are listed below only for information purposes and are not intended to be part of the bylaws.

2025 official Programs and Financial Projects:

Programs

Caring and Sharing

Fellowship Groups

Flea Market

Lake Clean-up

Lake Views and News Editor

Scholarship Committee. (The Vice-President chairs this committee.)

Seasonal (Christmas) Decorating

Social Life

Swan Keeper

Spiritual Life

Tent Committee

Travel (includes hiking at present)

Note – Program chairs shall attend monthly Board of Director meetings as needed.

Financial Projects

Grounds Maintenance

Biblical Garden, Corneille Native Garden

Employee Scholarship Fund and LJA Staff Christmas party
Internet services
Lake and Booms (Operation and Maintenance)
Prayer Ministry
Lake Junaluska Archives
Choral Society
Clothes to Kids of Haywood County
Haywood Community Band

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