

Tellico Village Residents Association, Inc.
Current Bylaws approved as of March 31, 2026

Tellico Village Residents Association, Inc.
Bylaws

Article I-Name

The name of this organization shall be the "Tellico Village Residents Association, Inc.", formerly known as the Homeowners Association of Tellico Village, Inc., hereinafter referred to as "TVRA".

Article II-Purpose

The purpose of the TVRA is to represent the interests of Tellico Village residents by:

1. Providing a means for reviewing conditions affecting Tellico Village and taking actions that are in the best interests of TVRA members.

2. Being knowledgeable about and involved in the activities of the Tellico Village Property Owners Association, Inc. (POA) by doing the following:

- Attending and encouraging participation in POA meetings, including committees established by the POA Board.
- Meeting regularly with POA leadership and reporting the results to TVRA Board members, and membership through TVRA Socials, newsletters and other communications as deemed appropriate by TVRA Board.
- Making constructive recommendations to the POA to improve the Tellico Village lifestyle, services, safety, and amenities.
- Participating in the annual election of POA Board members, including sponsoring a "Meet the Candidates" forum for all Tellico Village residents to provide an opportunity for POA Board candidates to present their positions on issues deemed important by TVRA members and

respond to audience questions; when appropriate, publishing POA Board candidates stated positions on such issues.

- Being knowledgeable about state and local political issues: Educating and informing TVRA members and, when appropriate, all Tellico Village residents, on important state and local political issues.

3. Organizing and conducting social activities to enhance friendship and fellowship among TVRA members.

Article III - Membership

Section 1. Membership

To be eligible for TVRA membership, a person shall either own a home, be building a home, or own a lot in Tellico Village, or be the spouse, or an immediate family member (of majority age) residing with said person. A person renting a residence within Tellico Village who has been granted POA amenity rights by a Tellico Village homeowner, or the spouse, or immediate family member (of majority age) residing with-said person is also eligible for TVRA membership. This includes tenants of Premier Residence at Tellico Village.

Taken together, property owners, homeowners, renters, and their immediate family members (as described above) constitute a household for purposes of paying dues, voting, and participating in TVRA activities.

Section 2. Dues

To become a member, an eligible household shall pay annual dues to the TVRA. Dues shall be established by the TVRA Board of Directors (hereinafter referred to as the "TVRA Board") at a per household amount.

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The group of households identified as the "Pioneers" shall be accorded full lifetime memberships without the payment of dues so long as they remain Tellico Village residents.

The membership year shall be the calendar year, but multi-year memberships may be made available as deemed appropriate by the TVRA Board.

If an eligible household joins the TVRA for the first time on or after October 1 of a calendar year, its dues shall cover the balance of that year and the following calendar year.

Section 3. Good Standing

A member in good standing is defined as an individual or household paying the current year's dues or having been granted a lifetime free membership by TVRA Board action.

TVRA activities are designed for TVRA members. However, events may be made available for guests, who are not Tellico Village residents, at the discretion of the Vice President of Event Planning. On-line event registrations utilizing TellicoLife are reserved for TVRA members. Guests should be registered for events through the Event Coordinator.

Section 4. Voting Rights

Each household in good standing and holding membership shall be entitled to cast one vote on all matters submitted to a vote of the membership.

A majority of households present, and voting shall rule on any issue or election presented to the membership. The TVRA President or their designate shall vote only to break a tie. Voting by membership household will be held at Special Meetings (Article V, Section 3)

Article IV - Officers and the Board

The TVRA Board shall consist of the

elected officers, standing committee chairs, and immediate past president. Specific duties of TVRA Board members shall be spelled out in job descriptions, which shall be reviewed and revised prior to TVRA Nomination Committee members' initiating activities to replace non-returning Board Members, and prior to the Special Meeting for electing TVRA Board members, or as necessary.

The business and affairs of the TVRA shall be conducted by or under the direction of the TVRA Board, which shall make binding decisions.

All TVRA Board member candidates shall be TVRA members in good standing for a minimum of one year prior to assuming office. At the discretion of the TVRA Board and in the absence of eligible candidates for the TVRA Board position, the Nominating Committee may make an exception with the current Board's approval.

Section 1. Elected Officers

The elected officers shall be the President, Vice President of Programs, Vice President of Membership, Vice President of Social Planning, Vice President of Event Planning, Vice President of Communications and Marketing, Vice President of Technology, Vice President of Advocacy, Treasurer, and Secretary.

Each elected office has one vote on TVRA Board motions. An elected office may be shared by two people but may only cast one vote. Both people must be elected.

Section 2. Term of Office

Officers and Standing Committee Chairs shall be elected for a one-year term. Terms of office shall run concurrently with the fiscal year. Officers and Standing Committee Chairs may serve for no more than two consecutive one-year terms in the same office but must be elected for each term. At the discretion of the TVRA Board and in the absence of qualified candidates, officers may serve for more than two one-year terms but must be

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elected for each term.

For serious dereliction of duties any Executive Council member may be removed from office by a supermajority vote of eight (8) Executive Council members.

Section 3. Officer Duties

The President shall serve as the chief executive officer and shall supervise, direct and control the business and officers of the TVRA.

The President shall serve for one year on the TVRA Board prior to assuming the office of President. At the discretion of the TVRA Board, and in the absence of a qualified candidate for President, a candidate may run for the position directly from the TVRA membership.

In the President's absence, the President shall appoint an acting president to serve as President prior to departing and notify all Board members in writing (email) of such appointment. If no Acting President is appointed, the Past President shall assume the duties of Acting President unless the TVRA Board appoints an alternate by majority vote.

The Vice President of Programs shall be responsible for all programs presented at TVRA Open Village and Special Meetings.

The Vice President of Membership shall plan and oversee all aspects of membership. Any/all Membership communications must be approved by the Vice President of Communications and Marketing.

The Vice President of Social Planning shall manage monthly socials and related activities.

The Vice President Event Planning shall coordinate and manage TVRA's social and educational events.

The Vice President of Communications and Marketing shall, with the President, set the TVRA's annual communications

strategy and shall be responsible for communicating TVRA information to its members, and when applicable, to other residents and the local community.

The Vice President of Technology, with the TVRA and TellicoLife Board of Directors, shall be responsible for the acquisition, operation, maintenance and systematic update of the hardware and software applications used to support the programs and service activities of the TVRA. The Webmaster shall support the Vice President of Technology and Vice President of Communications and Marketing, when appropriate.

The Vice President of Advocacy shall identify key issues within the Tellico Village community and work with the President and Vice President of Communications and Marketing to promote discussion of those issues with TVRA members.

The Secretary shall take and maintain minutes of all Meetings where membership votes are held and TVRA Board and Executive Council meetings.

The Treasurer shall receive and deposit all monies, pay bills, keep records, and report on finances to the TVRA Board. In addition, the Treasurer shall prepare and submit an annual budget, file required state and Federal tax returns, publish an annual financial report and support all activities associated with the annual Financial Examination process.

Section 4. Vacancy in Office

Should a vacancy occur in an elected office, the TVRA Board shall appoint a TVRA member to complete the remaining term of office.

Section 5. Executive Council

The Executive Council (hereinafter referred to as the "Council") shall consist of the elected officers and the immediate past president.

The Council shall conduct business that cannot be postponed until a regularly

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scheduled meeting of the TVRA Board. The Council shall make binding decisions for the TVRA. All decisions made by the Council shall be reported to the TVRA Board no later than the next scheduled TVRA Board meeting.

The Executive Council is normally chaired by the TVRA president. However, any council member can call and chair a meeting with the approval of a majority (six members) of the Executive Council

A majority of the Council members voting (at least six) shall be required to make a binding decision. The TVRA officer chairing shall vote only to break a tie.

Article V - Meetings

Section 1. Meetings of the Board.

The TVRA Board shall meet monthly. At each TVRA Board meeting, time shall be provided for TVRA members and any other individuals to address the TVRA Board. The President, at his or her discretion, may convene the TVRA Board in a meeting other than traditional face-to-face form to discuss and finalize matters that are not completed at a regular TVRA Board meeting or that arise between meetings.

The incoming TVRA Board may hold a transitional meeting during the month prior to the upcoming fiscal year. It shall not hold a vote until the next fiscal year begins.

Section 2. Open Village Meetings

The TVRA shall hold Open Village Meetings ("OVM") as needed to support the mission of the TVRA. The TVRA Board shall announce the time and place of all OVMs. The OVM agenda will contain subjects relevant to Tellico Village residents.

Section 3. Special Meetings

At least one TVRA Special Meeting (open only to TVRA members) will be held annually to elect TVRA officers. Elections

shall be held at the November TVRA Special Meeting. Additional TVRA matters, such as Bylaw amendments, may be considered and voted on at the November, or any, TVRA Special Meeting. Special meetings shall be run by the At-Large Committee Chair.

The President, at the discretion of the TVRA Board, may call additional Special Meetings. Any TVRA member may also ask for a Special Meeting by submitting a written request to the TVRA Board. Such requests shall be presented to the Secretary or another officer not less than 10 calendar days prior to the next scheduled TVRA Board meeting and shall clearly define the issue(s) to be considered. The TVRA Board shall approve or reject any such request. The Secretary shall notify the petitioner of the TVRA Board's decision as soon as possible.

Section 4. Teleconferencing / Electronic Meetings

If any Meeting (Board, Executive Council, Social, OVM or Special Meeting) cannot be held, in the opinion of the Executive Council, due to unusual circumstances (national or regional health concerns, POA advisories, etc.) and/or if an electronic method is deemed more effective, appropriate, or efficient, then an appropriate electronic format may be used.

Section 5. Voting

Votes can be taken at any TVRA Meeting or via electronic voting on substantive matters at the discretion of the TVRA Board including the election of TVRA Board members and the approval of bylaws amendments. At least 20 calendar days prior to such meetings or votes, the TVRA membership shall be notified of the meeting process, important dates and, when appropriate, provided access to related materials. Each member household in good standing may cast one (1) vote. A majority of those TVRA members in good standing casting a vote shall rule.

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Election of TVRA officers shall normally be held at the November Special Meeting. See Article VIII - Elections for more information.

Section 6. Notifications.

Notice of any Meeting or upcoming vote shall be made in such manner as the TVRA Board deems appropriate to provide the most comprehensive distribution.

Article VI – Committees and Liaisons

The TVRA, as a representative of and voice for the residents of Tellico Village, has a need to sponsor a number of Committees and to recognize a number of Liaisons, both from organizations across the Village as well as from the TVRA to local governments and Tellico Village organizations. These organizations fall into three primary categories: standing committees, liaisons, and ad hoc committees. The responsibilities of these categories are defined below:

Section 1. Standing Committees

The Standing Committees are:

At-Large

A. Duties:

The At-Large Chair shall be responsible for declaring there is a quorum at TVRA Board meetings, overseeing the maintenance of all TVRA Bulletin Boards, managing all aspects of Membership voting at Open Village and Special Meetings, and other tasks as may be assigned by the TVRA President.

B. Selection of Chairpersons:

Standing Committee Chairs will be nominated for their positions and elected at the November General Meeting along with TVRA officers.

C. Voting Rights:

Standing Committee Chairs will have full

voting rights in regularly scheduled meetings of the TVRA Board.

Section 2 : Liaisons

TVRA recognizes three categories of Liaisons.

The first is a liaison from the TVRA to local governments and utilities, called “Civic Affairs Liaisons”. There are at least two Civic Affairs liaisons, corresponding to the counties in which Tellico Village is located: Loudon and Monroe. The President may designate additional liaisons if deemed necessary.

The TVRA recognizes that there are organizations within Tellico Village whose membership shares many common concerns with TVRA. The purpose of the second group of liaisons is to foster a greater sense of community across all residents in Tellico Village. Those organizations which currently have liaisons to TVRA are New Villagers, Friends of the Tellico Village Library, Tellico Working Together and STAYinTV. These may change over time, subject to approval of the TVRA Board.

The third group of liaisons is to each of the POA Advisory Committees. Their purpose is to keep the TVRA Board informed of the issues that the POA Advisory Committees are working on and the actions being taken.

The TVRA President or designee is the TVRA liaison to the Tellico Village Volunteer Fire Department. The TVRA liaison to the Tellico Village Volunteer Fire Department is a voting member of that Board.

The TVRA President or designee is the TVRA liaison to TellicoLife. The TVRA liaison to TellicoLife is a voting member of that Board.

A. Duties

Working with the TVRA President and Vice President of Communications and Marketing, the Civic Affairs liaisons shall be responsible for informing and educating the membership about county issues,

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candidates, and government functions.

Liaisons to Tellico Village organizations shall be responsible for ensuring that the membership of their organizations is informed about the plans, projects, and procedures of the TVRA, and that the TVRA, through its Board, is aware of the concerns of their membership which may impact the activities of the TVRA.

The liaisons to the POA Advisory Committees will report the actions of those committees to the TVRA Board in their monthly report. They will receive direction from the TVRA Board and, as needed, will relay the TVRA Board's position to the Committee. They will write articles for the TVRA monthly newsletter, as directed by the Board.

B. Selection of Liaisons:

Local government liaisons shall be recruited for their positions by the TVRA President, or Board, and seated subject to the approval of the TVRA Board.

Liaisons to and from Tellico Village organizations shall be selected or approved by those organizations and seated subject to the approval of the TVRA Board.

C. Voting Rights

TVRA Liaisons do not have voting rights on TVRA Board motions except as assigned by their positions.

Section 3. Ad Hoc Committees

Ad Hoc Committees shall be convened by the TVRA Board to investigate in depth major issues impacting Tellico Village residents. These committees are intended to be staffed by persons from within Tellico Village that have substantial knowledge about and interest in a given subject matter.

The duties of Ad Hoc Committees shall be determined by the TVRA President in consultation with the TVRA Board. Establishment of an Ad Hoc Committee shall be by majority vote of the TVRA Board. The Chairperson of each Ad Hoc Committee shall be appointed by the

President of the TVRA.

The number and purpose of Ad Hoc Committees is expected to change over time. Unlike the standing committees and liaisons, these positions have specific technical interests focused on a single issue.

The TVRA Board may, at its discretion, establish or terminate Ad Hoc Committees when the sense of the Board is that any of these committees has fulfilled the purpose for which they were established. Regardless, all Ad Hoc Committees shall be continued each year by a vote of the TVRA Board.

The Board may determine that an Ad Hoc Committee should exist in perpetuity. In that event, the Ad Hoc Committee becomes a Standing Committee subject to a vote of the membership.

Chairpersons of Ad Hoc Committees will have no voting rights in regularly scheduled meetings of the TVRA Board.

Article VII - Finances

Section 1-Fiscal Year

The fiscal year shall be the calendar year.

Section 2. Budget Preparation and Adoption

The Treasurer shall prepare an annual budget for approval by the TVRA Board by December 1. The budget shall then be communicated to the TVRA membership before the end of the 1st quarter of the following year.

Section 3. Audit

A financial examination of the TVRA financial records shall be conducted annually for the previous year. The TVRA Board shall appoint at least two persons to carry out such examination. The examiners shall submit a signed, written report of their findings to the TVRA Board. The Treasurer shall support the examination committee and sign the document.

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Article VIII - Elections

Section 1- Nominating Committee

The TVRA Board shall appoint a Nominating Committee no later than July 15. The Nominating Committee shall consist of two TVRA Board officers, one of whom shall serve as chair, and a maximum of three representatives from the membership at large.

Section 2- Nominating Committee Duties and Responsibilities

The Nominating Committee shall identify at least one candidate for each elected office and standing committee position and shall ensure that the nominee is willing to serve if elected. The committee shall solicit names of candidates from TVRA Board members as well as from the TVRA membership. In the interest of continuity, the Committee's nominee for President should be chosen from the Executive Council. Only members in good standing may be nominated for an office.

At the October Board meeting, the Committee shall present for approval the slate to be voted on at the November Special Meeting or electronically. The slate shall be published promptly to the Membership in accordance with Article V, Section 5 above. Every person on the slate shall be a current member of the TVRA.

Following such publication, but not less than ten days before the November Special meeting or election voting begins, any member in good standing may nominate another member for any elective office and notify the Committee Chair of the nomination. The Committee shall determine such nominee's eligibility and willingness to serve.

Section 3. Time and Method of Election

The election shall take place at the November Special Meeting or through electronic voting as deemed appropriate by the TVRA Board. A majority of those

TVRA members in good standing casting ballots shall elect the candidate to the position. If more than two candidates are nominated for an office, the one with the most votes shall be elected. Any ties will be broken by a ballot vote of the current TVRA Executive Council.

Article IX - Quorum

There is no quorum required for Open Village or Special Meetings. A quorum of the TVRA Board shall consist of eight (8) Board members. A quorum of the Executive Committee shall consist of six (6) members.

Article X - Parliamentary Authority

The current edition of the Standard Code of Parliamentary Procedure governs this organization in all parliamentary situations that are not provided for in the law or its charter, bylaws, or adopted procedures.

Article XI - Amendments

Any TVRA member may propose amendments to these bylaws. Amendments must first be submitted in writing to the Secretary, who shall provide the TVRA Board with copies. The TVRA Board must approve a proposed amendment by a majority vote before the notice of the amendment is provided to the membership.

The proposed Bylaw amendment(s) will be voted on by the TVRA membership at a Special Meeting in accordance with Article V, Sections 3 and 4.

Notice of the proposed amendment shall be made in accordance with Article V, Sections 5 and 6.

Article XII - Liability

The TVRA Board is responsible for maintaining appropriate insurance covering the TVRA.