

ROSSMOOR SCHOLARSHIP FOUNDATION

BYLAWS

P.O. Box 2056

Walnut Creek, CA 9459

ARTICLE I – NAME AND LOCATION

This corporation is the Rossmoor Scholarship Foundation, located in Rossmoor, Walnut Creek, Contra Costa County, California.

ARTICLE II – PURPOSE

A. Purpose

The purpose of the Rossmoor Scholarship Foundation is to provide scholarships to graduates from local high schools or community colleges to aid them in pursuing a course of study at an accredited advanced institution, college, or university of their choice. The purpose is pursued by soliciting contributions from Rossmoor residents and the community at large.

B. Award

The Board of Trustees shall determine the amount and number of scholarships to be awarded each year based on written criteria approved by the Board of Trustees. No applicant shall be the subject of discrimination.

C. Donations

This Foundation is registered with the IRS as a 501(c)(3) corporation, and gifts may consist of cash, securities or other assets donated by individuals, businesses, or other organizations. The Foundation reserves the right to decline gifts.

ARTICLE III – ORGANIZATION

A. The Fiscal Year is January 1 to December 31st calendar year.

B. Rules of Order

Robert Rules of Order (Revised) shall be the parliamentary authority for all matters and procedures.

C. Bylaw Changes

1. Any proposed change to these Bylaws shall be presented in writing to the Bylaws Committee.
2. Any change receiving approval by the Bylaws Committee will, in turn, be presented to the Executive Board for information, clarification and recommendation, and then to the Trustees for approval,
3. Following a thirty (30) day notification to the Trustees, the proposal will be presented for approval by a two-thirds (2/3) majority of the total number of Trustees. Absentee ballots and/or email vote will be accepted.

D. Expenses

No part of the assets of the Foundation shall benefit or be distributed to its Trustees except repayment for Foundation expenses. Funds shall not be used for propaganda, political campaigns, or to influence legislation.

E. Signing Authority

Expenditures in amounts of \$1000 or more issued against Foundation funds must be jointly approved by any two of the following: Treasurer, President, Vice President or Immediate Past President. Expenditures in the amount of less than \$1000 need the authorization of only one of the above. The President or Treasurer shall sign State and Federal forms.

F. Execution of Documents

The Board of Trustees may authorize a Trustee to enter into a contract in the name of and on behalf of the Foundation. Unless so authorized by the Board of Trustees, no Trustee or any other person shall have any power or authority to bind the Foundation by any contract or to pledge its credit or render it liable for any purpose or for any amount.

G. Rossmoor Walnut Creek (RWC) formerly Golden Rain Foundation

The Rules, Policies and Procedures of Rossmoor Walnut Creek, including RWC Guest Policy, are hereby incorporated by reference into the rules for membership in this organization, and compliance therewith is expressly made a requirement for membership.

ARTICLE IV – TRUSTEES

A. Membership

The Rossmoor Scholarship Foundation membership consists of the Board of Trustees.

B. Trustee Term/Number

There shall be a minimum of 24 Trustees, each elected for a three-year term. A trustee may be nominated for additional terms. Trustees shall be elected by a majority vote of the Board of

Trustees. A Trustee must be willing to serve as either a chair of an interview team, chair of a standing committee or a member of the Executive Board.

C. Regular meetings of the Board of Trustees shall be held.

D. Quorum

With the exception of amendments to the Bylaws, a simple majority of the Trustees then serving shall be necessary to constitute a quorum for the transaction of business.

E. Removal from Board of Trustees

By a majority vote of the Executive Board, a Trustee may be removed from the Board of Trustees for cause.

F. Vacancies

A vacancy on the Board of Trustees shall be filled by a majority vote of the remaining Trustees upon the recommendation of the Membership Committee. A Trustee elected to fill a vacancy shall complete the term of the Trustee being replaced.

G. Friends of RSF

Once a Trustee leaves the Board, she or he may serve as a member of the Friends of RSF.

ARTICLE V – EXECUTIVE BOARD/OFFICERS

A. The Executive Board shall consist of the following elected officers:

President, Vice President, Vice President of Development, Vice President of Scholarship, Vice President of Technology, Recording Secretary, Corresponding Secretary, Treasurer and Immediate Past President. If two Trustees are elected to share any of these offices, they both will be members of the Executive Board. The President, with the approval of the Executive Board, may appoint from time to time two Trustees to share any other position as co-chairs.

B. The President may appoint a Parliamentarian.

C. Elections/Terms of Office

1. The Nominations Committee shall present a slate of Officers at the March meeting to be voted upon at the April meeting. Nominations from the floor, accompanied by written consent of the nominee, shall be allowed. Election shall be determined by a majority vote of the quorum present,
2. Officers shall serve a term of one year. An officer may be nominated for an additional term,
3. Vacancies on the Executive Board shall be filled by a majority vote of the Trustees, upon recommendation of the Nominations Committee and Executive Board.

ARTICLE VI – COMMITTEES

- A. The President shall appoint the chairs and members of each Committee for one-year terms.
- B. There shall be the following Standing Committees:
 - 1. Bylaws and Policies
 - 2. Development
 - 3. Events
 - 4. Finance
 - 5. Membership for Board of Trustees
 - 6. Nominations for Officers
 - 7. Scholarship
 - 8. Technology
- C. Each school designated by the Trustees shall have a School Interview Team.
- D. All Trustees shall serve on at least one School Interview Team and at least one Standing Committee or position.
- E. With the recommendation of the Executive Board, the Board of Trustees may add or delete a Standing Committee or a designated school by a majority vote of the quorum present.

ARTICLE VII – DEDICATION AND DISSOLUTION

- A. The property of the Rossmoor Scholarship Foundation is irrevocably dedicated to charitable or educational purposes, and no part of the net income or assets of the Foundation shall ever inure to the benefit of any officer or member thereof. In the event of dissolution, no part of the net income or assets of the Foundation shall inure to the benefit of any officer or member thereof, nor to the benefit of any private person. Instead, it shall be distributed to a non-profit organization whose mission is, at least in part, to provide scholarships to deserving students.
- B. Upon the dissolution of the Rossmoor Scholarship Foundation, its remaining assets, after payment or provision for payment of all debts and liabilities of this Foundation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable or educational purposes and which has established its tax-exempt status under Internal Revenue Code section 501(c)(3).

Signed _____ Date _____
Bob Miller, President of Rossmoor Scholarship Foundation

Signed _____ Date _____
Alice Lau, Recording Secretary of Rossmoor Scholarship Foundation

Approved by the Board of Trustees December 1, 2025