

Approved by NA: 1/19/09

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 NA form Bylaws binders

BYLAWS
Of the "Garden District" Neighborhood Association

Article I. NAME

The name of the Association shall be Garden District. It shall encompass the area bounded on the North by Grant Road, on the East by Swan Road, on the South by Speedway Boulevard and on the West by Alvernon Way.

Article II. PURPOSE

This organization is organized exclusively for charitable and educational purposes within the meaning of 501(C)(3) of the Internal Revenue Code. The Garden District shall not discriminate against nor support any organization that discriminates against any classification of persons. The Garden District will be involved in the affairs relating to the culture, safety and improved quality of life in the Garden District neighborhood. Projects shall include, but not be limited to:

- Submitting proposals for government and private grants to enhance the neighborhood,
- Preservation of, enhancement of and cooperation with the Tucson Botanical Gardens,
- Preservation of, enhancement of and cooperation with the Martha Cooper Library, and
- Preservation of, enhancement of and cooperation with Wright Elementary School.

Article III. MEMBERSHIP

- 1.0 The membership of this association shall be composed of three categories:
- 1.1 Resident Members are any homeowners or renters whose primary Residence is within the boundaries of the Garden District. Each qualified resident of a household who is 18 years or older is entitled to one vote.
- 1.2 Wright Family Members are members of any family who has a child enrolled at John B. Wright School. Each qualified member of a Wright Family who is 18 years or older is entitled to one vote.
- 1.3 Business / Corporate Members are any Business Owner or Statutory Agent of corporations which operate within the boundaries of the Garden District. Each qualified Business Owner is entitled to one vote per business. Each qualified Statutory agent is entitled to one vote per corporation. Any qualified business, which is also a qualified corporation, shall be allowed only one vote. An individual owner of multiple rental units will be entitled to one (1) vote regardless of the number of units owned.
- 2.0 Dues – Attendance or dollar contributions can qualify as Dues for the purpose of membership. Members who have attended at least 4 regular meetings in the 12 months period preceding the Annual Meeting shall qualify as paid in full for dues purposes. Members who do not wish to qualify by attendance, shall pay \$15 per year in dues. Members in Good Standing are qualified to vote in all elections. Dues shall be accepted prior to elections at the Annual Meeting.
- 3.0 Membership shall not be denied on the basis of views or opinions, which may be contrary to the goals and purposes of the Association.

The officers of the Association shall be qualified Members in Good Standing and shall hold office for a term of one year or until their successors are elected. (A Member in Good Standing is defined in Article III, section 2.0.) The term of office shall begin at the end of the annual meeting. The officers of the Association shall be a President, a Vice President, a Secretary and a Treasurer. The officers of the Association will comprise the Board of Directors. The duties of the officers shall be as follows:

President: The President shall call and preside at all meetings; maintain compliance with association bylaws, shall appoint any special committees necessary for the operation of the Association; and shall act as official spokesperson for the Association to outside persons and other organizations.

Vice President: The Vice President shall, in the absence of the President, assume all duties of that office and shall be responsible for the publicity and notification of the meetings of the Association.

Secretary: The Secretary shall record all proceedings of all formal meetings; maintain an accurate roll call; have on hand the Association's bylaws; in written minutes give the type of the meeting and its time and place, business transacted, wording of all motions, name of the mover and the seconder, results of the vote, and the time of adjournment; hand over to a successor all records, documents, and materials pertaining to the office at the end of the term.

Treasurer: The Treasurer shall collect all dues, keep a record of membership; validate all vouchers presented for payment; disburse money as authorized in the bylaws, file receipts for a keep accurate record of all financial transactions; present an up to date financial report at each meeting; maintain a bank account in the Association's name; and prepare a yearly financial report and present it to an auditing committee as designated by the bylaws.

All records of the officers are the property of the Association.

Article V COMMITTEES

- 1.0 The President shall have the power to appoint committees as necessary to implement the purpose of the Association.
- 2.0 The President shall be an ex-officio member of all committees.

Article VI MEETINGS

- 1.0 An Annual Meeting shall be held during the month of February.
- 2.0 Monthly meetings will be held on the third Tuesday of each month at 6:30 p.m. at the Martha Cooper Library or at a time and place designated by a majority of the members present at the Annual Meeting.
- 3.0 The members present shall constitute a quorum.
- 4.0 At least seven (7) day notice shall be provided in advance of any Association meetings. Every effort will be made to notify interested parties and members of the Association of upcoming meetings, either by direct mail, pamphlets, newsletters, personal contact, phone calls, email, or announcements at regularly scheduled meetings.

- 5.0 The officers of the Association shall meet when requested to do so by the President.
- 6.0 All meetings shall be open to any interested persons.

Article VII NOMINATIONS, ELECTIONS, INSTALLATION OF OFFICERS, ANNUAL REPORTS, NEWSLETTERS AND WEB STIES

- 1.0 Nomination of Officers must be made at least 30 days prior to the Annual Meeting. Nominations shall be made in writing and submitted to the President. If a Nominee chooses not to run or is unable to serve for any reason, nominations for a replacement may be taken from the floor at the Annual Meeting. Nominees for election must be Members in Good Standing for at least 12 months out of the two years preceding the Annual meeting. (A Member in Good Standing is defined in Article III, section 2.0.)
- 2.0 Election of Officers will be held at the Annual Meeting.
- 3.0 Neither Absentee nor Proxy ballots shall be accepted.
- 4.0 Each voter must have valid photo identification. Statutory Agents and Business Owners must ALSO present copies of Articles of Incorporation / Annual Meeting or a valid Tucson Business License.
- 5.0 Any voting member can act as an election teller at the meeting if a secret ballot is taken. In the event an election teller is nominated for any office, the teller will be replaced by an alternate to be appointed by the President.
- 6.0 Upon installation of the officers whose terms begin at the close of the Annual Meeting, all documents, records and any materials pertaining to the duties of the office, as designated in the bylaws, which are in possession of the outgoing officers, shall be submitted to their newly elected counterpart within seven (7) days of the election.
- 7.0 In the event that a replacement officer cannot complete her/his duties, a replacement officer shall be appointed by the President. The interim officer may be a qualified Member in Good Standing. (A Member in Good Standing is defined in Article III, section 2.0.)
- 8.0 Any officer may be removed from office for cause by a two thirds (2/3) majority vote of voting members present at a meeting called for the purpose.
- 9.0 The Association Newsletter, Website, and email lists will be used to distribute information and to announce the times and locations of scheduled meetings and the Annual Meeting. A Monthly Newsletter is mailed to all Resident households within the Garden District boundaries (as defined in Article I). The newsletter is mailed free of charge by the City of Tucson. Newsletter content is in accordance with the policies and procedures of the City of Tucson.
 - 9.1 The Newsletter will be formulated by the Newsletter Committee to be appointed by the President. The Newsletter Committee shall have the editing power as well as the power to refuse publication of an article until it has been approved by the officers of the Association. The Newsletter will contain no business advertisements in accordance with the City of Tucson's guidelines.

Article VIII FISCAL RESPONSIBILITY

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- 1.0 Expenditures of funds of the Association may not be made without the signature of one of the officers on the bank signature list. One of the officers on the list will be the Treasurer.
- 2.0 Financial Records and funds of the Association shall be audited at least once per year by a committee of at least two (2) voting members appointed by the President, prior to the treasurer taking office.

Article IX AMENDMENT AND BYLAWS

- 1.0 These bylaws may be amended by two thirds (2/3) majority of voting members present at a regularly scheduled meeting or a special meeting called for that purpose.
- 2.0 Proposed amendments shall be presented to all officers and voting Members at least seven (7) days in advance of the meeting where action is to be taken or shall be read at a previous meeting.

Article X GENERAL

- 1.0 No officer, member, or spokesperson shall have any financial responsibility for the Association.

Article XI RATIFICATION

The original Garden District Neighborhood Association was formed on 08/14/1997. Original Articles of Incorporation and original bylaws were ratified on that date. These amended Bylaws of the Garden District Neighborhood Association, now renamed "Garden District" are hereby ratified on this date by the signatures of the current officers.

President	<u>ida plotkin</u>	Date	<u>1/20/09</u>
Printed Name	<u>Ida Plotkin</u>		
Vice President	<u>Caroline Rondeau</u>	Date	<u>1-20-09</u>
Printed Name	<u>Caroline Rondeau</u>		
Secretary	<u>JUDE OCKENFELS</u>	Date	<u>1-20-09</u>
Printed Name	<u>JUDE OCKENFELS</u>		
Treasurer	<u>Lois Pawlak</u>	Date	<u>1-20-09</u>
Printed Name	<u>LOIS PAWLAK</u>		

