

Approved by NA: 10-12-10
Updated in DNR Files: 12-13-10
Filed by: LB
Bylaws Binders

BYLAWS OF ALDEA LINDA NEIGHBORHOOD ASSOCIATION

ARTICLE I. NAME AND BOUNDARIES

- A. The name of the association shall be Aldea Linda Neighborhood Association.
- B. The association shall encompass the areas bounded on the:

North by Both sides of Calle Jabali

East by East end of Calle Jabali

West by western most end lots of Calle Jabali bordering on Swan Rd.

South by southern lots on Calle Jabali and the Aldea Linda subdivision lots along 22nd St. as represented on the application map with the City of Tucson.

ARTICLE II. MEMBERSHIP

- A. The membership of this association shall be residents, property owners or businesses within the neighborhood.
- B. A Voting Member shall be a household or business within the boundaries of the neighborhood. Each household or business within the neighborhood shall be entitled to one vote.
- C. Dues, if any, will be determined by the voting members.
- D. Membership shall not be denied on the basis of views or opinions contrary to the goals and purposes of the association.

ARTICLE III. OFFICERS

The voting members of the neighborhood association shall elect a Board of Directors who will then appoint officers of the neighborhood association. The officers of this association shall hold office for a term of two (2) years or until successors are elected. The term of office shall begin at the close of the Annual Meeting. The officers of the

association shall be President, a Vice President, a Secretary, a Treasurer and a Historian. The officers of the association will comprise the Board of Directors.

- A. The President shall call and preside at all meetings, shall act for and in behalf of the membership of the association, shall appoint any special committees necessary for the operation of the association business and shall act as official spokesperson for the association.
- B. The Vice President shall, in the absence of the President, assume all of the duties of that office and shall be responsible for publicity and notifications of meetings of the association.
- C. The Secretary shall keep a permanent record of all formal meetings and all legal documents and legal transactions of the association. The secretary shall transcribe the minutes of each meeting and shall maintain a file copy of same and submit a copy of these minutes to HCDD.
- D. The Treasurer shall keep all financial receipts and a permanent record of all financial business of the association. An up-to-date financial report shall be submitted at each meeting. The Treasurer shall be responsible for membership.
- E. The Historian shall keep all records of the history of the neighborhood and add to the records as deemed necessary to maintain an accurate history.
- F. Any officer can be removed from office by a 2/3rds majority vote of the dues paying, if assessed, membership after a special meeting has been requested at least ten (10) working days in advance. Notice must be provided to all residents for meetings involving the recall of officers.

ARTICLE IV. COMMITTEES

- A. The President shall have the power to appoint committees as necessary to implement the purposes of the charter
- B. The President shall be an ex-officio member of all committees.

ARTICLE V. MEETINGS

An annual meeting shall be held during the month of October at a time and place designated by the President.

- A. Not less than 25 percent of the Voting Members shall have the privilege of petitioning a special meeting at any time.
- B. The Voting Members present shall constitute a quorum.
- C. At least a 10 working day notice shall be provided in advance of any association meeting. Every effort will be made to notify all interested parties and members of the Association of upcoming meetings either by phone, e-mail, meeting notices, newsletters, or announcements at regularly scheduled meetings.
- D. All meetings shall be public and open to any interested persons.

ARTICLE VI. NOMINATION, ELECTIONS, ANNUAL REPORTS AND INSTALLATION OF OFFICERS

- A. Nominations of officers may be made from the floor at the annual meeting, and the Board of Directors may suggest a slate of directors.
- B. Election of officers shall be held at the annual meeting.
- C. 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 the possession of the outgoing officers shall be submitted to the newly elected counterpart within 5 working days of the installation.
- D. Any vacancies occurring during the year of any Officer shall be filled by appointment by the board of directors.
- E. Any officer may be removed from office for cause by a majority vote of the voting members present.

ARTICLE VII. FISCAL RESPONSIBILITY

- A. Expenditure of funds of the association may not be made without the signatures of at least one (1) of the four other Officers and the Treasurer.
- B. Financial records and funds of the association shall be audited at least once a year by a committee of at least two (2) Voting Members appointed by the President prior to a new Treasurer's taking office.

ARTICLE VIII. AMENDMENT OF BYLAWS

- A. These bylaws may be amended by a majority vote of members present at the meeting.
- B. Proposed amendments shall be sent to all members at least 10 working days in advance of the meeting where action is to be taken or shall be read at the presiding meeting.

ARTICLE IX. GENERAL

- A. The rules in the current edition of Robert's Rules of Order shall govern the association, the Board of Directors, and all subcommittees in all cases to which they apply and do not conflict with the specific provisions of these Bylaws or any special rules that the association may adopt.
- B. If any part of these Bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only the affected portions are declared eliminated.
- C. No officer, representative, spokesperson or member shall have any financial liability of the association.

DATE ADOPTED: October 12, 2010

Nanette M. Warner President
SIGNATURE/TITLE

Shirley Blum Secretary
SIGNATURE/TITLE