

BANA

Chapter & Bylaws of The Barrio Anita Neighborhood Association.

Originally adopted September 1, 1981.

Amended July 9, 1997.

The following sections of the BANA Chapter and Bylaws were reviewed and revised on April and May of 2010.

Board Members:

President: David D. Valenzuela

Vice President: Marie Christine Bengales

Secretary: Richard P. P. P.

Treasurer: _____

CURRENT BYLAWS
Approved by MA: 6-16-10
Updated by: 11-18-10
Filed by: LB
 Bylaws
 Bylaws Directors

Charter of Barrio Anita Neighborhood Association

Mission Statement

The association will plan, implement and formally evaluate neighborhood enhancement activities to improve the quality of life for all barrio residents.

To promote, encourage and sponsor activities, projects of cultural and historical importance within Barrio Anita; to create an awareness of the uniqueness of the area; to improve the barrio, to maintain and enhance it's aesthetic qualities, and ensure that it continues to be a quality residential neighborhood.

To protect and preserve the barrio's unique history, culture and traditions.

Article I: Name and Boundaries

The Association will be called the Barrio Anita Neighborhood Association.

The boundaries of the barrio are west of the Union Pacific Railroad Tracks and the Mabel Street alignment to Interstate 10. Thence southerly along Interstate 10 to West St. Mary's Road, thence easterly along West St. Mary's Road to North Granada Avenue. Thence northerly along North Granada Avenue to North Main Avenue to the Union Pacific Railroad tracks. Thence north westerly along the railroad tracks to Mabel Street alignment.

Article II: Purposes

- 1. To provide meaningful communication methods to inform and educate barrio residents about neighborhood issues which impact them.*
- 2. To encourage and provide methods for resident input on neighborhood issues and to provide residents a vote on major issues regarding neighborhood activities.*
- 3. To encourage development of architecturally compatible buildings where open land exists in accordance with the characteristics of the barrio.*

4. To protect and preserve Davis Bilingual Magnet and the Dave Herrera and Ramon Quiroz Park as neighborhood institutions.
5. To limit the movement of heavy-duty commercial vehicles throughout the neighborhood.
6. To encourage the revitalization and preservation of inner city neighborhoods in Tucson, Arizona.
7. *To maintain the commuter arterial designation of streets and oppose development which could cause traffic hazards for residents and persons who attend Davis Bilingual Magnet School and the David Herrera/ Ramon Quiroz Park.*
8. To develop partnerships which will promote social and human development in the barrio.
9. *To perform duties which ensures the ongoing dynamic development of the barrio.*

Article III: Membership

1. The membership of this association shall be composed of two categories: A) Voting members, B) Associate members.

A.) Voting Members

A voting member shall be a person who either resides or owns real property, a business, agency or organization, or rents property in the Barrio Anita neighborhood.

A voting member shall be entitled to one vote.

A voting member must be eighteen years old at the time of the election.

Each person who attends Barrio Anita Neighborhood Association meetings as a representative of a business, agency, and/or another organization, who is a voting member, shall have one vote

only, even if she/he represents one or more business, agencies, or organizations in the neighborhood.

B.) Associate Members

2. An associate member is a person, business, agency or organization interested in the progress of this neighborhood or the association, and shall not be accorded any voting rights.

Article IV: Officers

1. The Officers (Board Members) of the association shall be as follows:
 - A) President
 - B) Vice President
 - C) Secretary
 - D) Treasurer

*E) ****Historian/ Historic Preservation Advisory Sub-Committee***
BANA should consider having Historic Preservation Sub-committee who would make sure the history of the barrio is preserved.

2. The Officers of this association shall hold office for a term of two years or until successors are elected. An officer may keep the Board position for consecutive terms providing the eligible Barrio Anita resident's vote him/her into office after the Annual Neighborhood Meeting. **(Amended on 9-15-1999)** The duties of the officers are as follows:

The **President** shall call and preside at all meetings, shall act for and in behalf of the membership of the association and shall act as an official spokesperson for the association. The president shall implement the decisions of the neighborhood association.

The **Vice President** shall, in the absence of the president assume all the duties of that office.

The **Secretary** shall keep a permanent record of all the neighborhood board, membership, and special meetings

minutes, and all-legal documents, and legal transactions of the association. The Secretary of the Barrio Anita Neighborhood Association shall transcribe the minutes of each neighborhood board and membership meeting, and shall transfer one copy of each set of minutes to the president and to the *historian of the association or the Historic Preservation Advisory Sub-Committee*.

The **Treasurer** shall keep in his/her possession all receipts and a permanent record of all financial business of the association. *The most recent financial report shall be submitted and presented at each meeting.*

Fiscal Responsibility

Withdrawal of funds of the association may not be made without at least two signatures of any of the *four (five)* officers.

All proposed withdrawals must be presented at a neighborhood meeting and have the majority approval of the neighborhood association and its members.

If it becomes necessary for the treasurer to relinquish that office, the records and funds of the association shall be audited by a committee *of at least two members of the association appointed by the president.*

Community enhancement activities must demonstrate an obligation to fiscal responsibility.

The Historian or member of the *Historic Preservation Advisory Sub-Committee* shall keep in his or her possession a permanent record of items, publicity, and history of the association.

3. The voting members shall serve in guiding and advising the officers of the association in all matters and shall make policies which are consistent with the purpose defined in the Charter by majority vote.
4. An officer may hold a position more than two consecutive terms in any one office, however a member shall not hold more than one office at a time.

5. All neighborhood records of the officers are property of the association.

6. Conflict of Interest

Definition of Conflict of Interest

Conflict of interest exists when a Board member or officer personally benefits, or is perceived to personally benefit, from an activity of the organization.

Statement of Policy

BANA Board members have a duty to place the interest of the Association first and foremost in their dealings with the Association and with any interactions between the Association and any other company, organization or nonprofit.

Board members may not obtain for themselves, their relatives, or their friends, a material interest of any kind their involvement with the organization.

Disclosure

If a Board member has an interest in a proposed transaction between the Association and another company, organization or nonprofit in the form of personal financial interest or professional advancement by means of the transaction, or the organization and or nonprofit, he or she must make a full disclosure of such interest before any discussion or negotiation of such transaction when acting as an agent of the Association.

Any Board member who is aware of a potential conflict of interest with respect to any matter before the Board may participate in the discussion of, but may not vote in connection with the matter.

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Article V: Bylaws

Bylaws shall be adopted at the organizational meeting called for this purpose and thereafter, may be amended by two thirds of the association present at a meeting called for this purpose.

Proposed amendment shall be sent to all voting members at least seven days in advance of the meeting where action is to be taken or shall be read at the preceding meeting.

Article VI: Parliamentary Authority

The rules in the current edition of Robert's Rules of Order shall govern the association in all cases to which they are applicable and in which they are inconsistent with the Charter and Bylaws and any special rules of order the association may adopt.

Article VII:

Annual Meeting, Annual Reports, Election of Officers, and Installation of Officers

There shall be an annual meeting whose date, time and place shall be set by the bylaws. ***The Annual Meeting is scheduled in August.*** The purpose of this meeting will be: I) the presentation of the annual reports; II) the election of officers; III) the installation of elected officers.

1. Nominations of officers shall be made from the floor at the annual meeting or when the association becomes inactive for more than six months.
2. Election of officers shall be held on the same day as nominations.

3. Elections will be held within the first hour of the annual meeting.
4. Volunteers shall act as election tellers.
5. In the event an election teller is nominated for any office, he/she shall be removed as a teller and replaced by an alternate.
6. Voting members must be 18 years old at the time of the election.
7. The Board and or its representatives in conjunction with a neutral party will ask voters to verify their age, residency and or ownership of property in Barrio Anita. Any legal document or formal document with the resident's name verifying residency property in Barrio Anita may be used. (A valid Arizona I.D. with a picture and or current Property Tax Statement will constitute a legal I.D.)
8. The final vote must be provided to the neighborhood by the next monthly meeting or sooner if the task can be completed prior to the next meeting.
9. Election results may be suspended until all the votes are validated and counted. Votes may be eliminated if resident's age (18 years old), residency and or ownership of real property in Barrio Anita cannot be proved.
10. 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 submitted to the newly elected counter part within fifteen days of the installation.
11. Any vacancies occurring during the year of and officer shall be filled by appointment by the neighborhood Board. The Board may appoint interim officers until elections are held and the Board will have the option of appointing two co-chairs in the event that the Chair and Co-Chair resign at the same time.

12. In the case of a leave of absence of an officer, all documents pertaining to the officer's various neighborhood association functions shall be transferred to the person appointed to fill the office for the duration of the absence. The transfer shall occur within ten days of the officer's leave of absence being approved.

Article VIII: Meetings

1. Membership meetings shall be held according to the neighborhood's needs. The association will have meetings monthly or as the neighborhood's business dictates. The days of the meetings will be scheduled according to the needs of the association and the residents.
2. When a meeting is changed from its regularly scheduled time by the Board, the Board must explain in writing why the change occurred at the next neighborhood meeting.
3. The voting members present shall constitute a quorum.
4. A five-day notice shall be provided in advance of any membership meeting. (An official meeting may not occur without the pre-mentioned notice to the membership.)
5. Video or audio taping of the meeting may occur at the requests of a resident or board member of a critical or important meeting for the purpose of transparency and to assure an accurate record of the event.
6. On critical or significant/large projects, the board will make a meaningful attempt to get votes/input by surveying the neighborhood during the planning and approval of said project.
7. The Board as deemed necessary may call emergency or special meetings of the membership or of the Board. Notification and the purpose of the meeting shall require less than 24 hours notice. The minutes must describe the emergency or special circumstances and a report on the meeting must be presented to the membership at the following neighborhood meeting.
8. No other business may be discussed or acted on at an emergency or special meeting.

Article IX: Dissolution of Association

This association may be dissolved by two third majority of voting members at a meeting called for this purpose. Any assets of the association may be transferred to a successor organization or such other non-profit organization as designated by the voting members at the time of dissolution.

Article X: Committees

When necessary, standing committees may be established. These may include but not limited to:

1. Membership committee, publicity and fund raising committee, and any other committee found necessary by the neighborhood association. The duties of the standing committee: The membership committee shall enroll members in the association and maintain all records of membership.

2.*** Standing committee chairpersons shall be appointed by a majority vote of the neighborhood association.

3. The president shall be an ex officio member of all committees.

OR

2. *** *The president shall ask for volunteers for a certain committee for a certain purpose.*

The sub-committee will appoint the chair of the committee and will report this and other pertinent information, officially at the regularly scheduled neighborhood meeting.

The sub-committee will provide a written a status report to the association at the regularly scheduled meeting.

The sub-committee membership will remain the same until their assigned task is completed, however the sub-committee may request assistance and add members if necessary.

The sub-committee will be disband once the purpose of the committee has been completed.

Article XI: Grievance Procedures

1. Person or group adversely affected by a decision or policy of BANA may submit in writing a complaint to the Board.
2. The Board shall make a good effort to resolve the complaint.
3. If the Board and the complainant cannot reach an agreement, the complaint shall be placed on the agenda of the next general meeting or special meeting and resolved by a majority vote of the membership.

Article XII: Board and Membership Code of Conduct

The Board and it's members of BANA serve as models as to how to conduct themselves during and after the neighborhood meetings and should act accordingly and with respect.