

CURRENT BYLAWS

Approved by NA: 10-2-02 Enchanted Hills Neighborhood Association

Updated in DNR Files: 10-8-02

Filed by: [Signature]

Charter & Bylaws



- NA folder
- Bylaws Binders

**CHARTER**

This Association is formed to encourage open channels of communication for the residents of the Enchanted Hills Neighborhood Association (EHNA), in order that they may make informed decisions on issues which affect the quality of life in this community.

**Article I. NAME and BOUNDARIES**

The name shall be Enchanted Hills Neighborhood Association. It shall encompass the areas bounded on the North side by West 36th Street, on the East side by Land End, on the West side by La Cholla Blvd., and on the South by West 44th Street.

**Article II. PURPOSE**

The purpose of the Association is to promote the welfare of the residents of the Enchanted Hills neighborhood, to protect the general interests of the people residing within its boundaries, and to promote the good fellowship and social relationships in the community. Each purpose shall be carried out regardless of membership in the Association, provided however, that opinions of non-members may be consulted as occasion may demand, and the Association will not hold itself as spokesman for non-members except, in-so-far-as the general welfare of the neighborhood may be involved. The number one priority of the Association is the safety and well being of the Enchanted Hills neighborhood residents!

**Article III. ORGANIZATIONAL STRUCTURE**

Membership qualifications, officers, and committees of EHNA and the selection and duties shall be defined in the bylaws.

**Article IV. MEETINGS**

There shall be monthly meetings and other such meetings as deemed necessary to conduct the business of the Association.

## **Article V. TERM OF CHARTER**

Upon approval, this charter shall remain in effect until revoked, suspended, or amended by the majority of the Voting Members present at a meeting called for that purpose. That purpose, having been posted by newsletter, flyer, or other communication defining the amendment(s) sufficient reason for suspending or revoking, prior to the meeting of purpose.

### **BYLAWS Of The Enchanted Hills Neighborhood Association**

#### **Article I. MEMBERSHIP**

- A. The membership of this association shall be all residents or property owners residing within the Association boundaries.**
- B. A Voting Member shall be a member(s) of a household within the boundaries of the neighborhood. Each household within the neighborhood shall be entitled to a maximum of two votes.**
- C. Eligibility requirements to run for office. Resident(s) must live within the Association boundaries. Resident(s) must have their dues paid before the end of the last meeting before the election.**
- D. Dues will be determined by the Voting Members. Yearly dues are to be \$3.00 per individual, or \$5.00 per household.**
- E. Membership shall not be denied on the basis of views or opinions contrary to the goals and purposes of the Association.**

#### **Article II. OFFICERS**

**The Officers of this Association shall hold office for a term of two years or until their successors are elected. The term in office shall begin at the close of the Annual Meeting. The Officers of the Association shall be a President, First Vice President, Treasurer, and Secretary. 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. The President shall be responsible for the publicity and notification of meetings of the Association.**

- B. The First Vice President shall, in the absence of the President assume all the duties of that office.**
- C. The Treasurer shall keep all the 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 collecting membership dues.**
- D. The Secretary shall keep a permanent record of all the formal meetings and all documents and legal transactions of the Association. The Secretary shall transcribe the minutes of each meeting and maintain a file copy.**

### **Article III. 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 IV. MEETINGS**

**The third Wednesday of the month shall be deemed the day of the monthly meeting. Unless otherwise noted, the monthly meeting will be held at the Fred Archer Recreational Center located at 1665 South La Cholla Blvd., from 6:30 p.m. to 8:30 p.m. The month of September shall be designated as the month of the Annual Meeting. Any variation of the time and place of a meeting shall be determined by the President and notification made by newsletter, flyer, phone-tree, pamphlets, announcements or by any other reasonable effort prior to the meeting.**

- A. Voting Members shall have the privilege of petitioning any Board Member for a Special Meeting at any time. Two Board members shall be required to determine the validity and necessity of the request for a Special Meeting.**
- B. The Voting Members present at a meeting shall constitute a Quorum.**
- C. All meetings shall be open to any interested person(s).**

## **Article V. NOMINATIONS, ELECTIONS, ANNUAL REPORTS and INSTALLATION of OFFICERS**

- A. Nominations of Officers shall be made from the floor at the June monthly meeting or a slate of candidates for office presented from the Nomination Committee shall be accepted.**
- B. Election of Officers shall be held at the Association's Annual Meeting in September by secret written ballot. Absentee ballots will be deemed acceptable if the Voting Member has notified an Officer their desire to vote in abstention. A vote for candidates clearly defined by office will be placed in a plain envelop by the Voting Member, sealed and signed and dated on the front of the envelop, and given to an EHNA Officer prior to the election. The Association Secretary will determine the eligibility of the Voting Member and open the ballot during the election. All absentee votes cast will be included in the vote count for the designated candidate(s).**
- C. Upon installation of Officers whose term begin at the close of the Annual Meeting, all documents, records, and materials pertaining to the duties of office as designated in the Bylaws, which are in possession of the outgoing Officers, shall be submitted to the newly elected counterparts within 14 days of the installation. (All equipment, materials and such purchased by the Association for a Officer to conduct Association business shall pass on to the newly elected Officer's counterpart, and remain the property of the Association.)**
- D. Any vacancies occurring during the term of any Officer, or member of the Advocates shall be filled by appointment by the President, or the highest ranking Officer at the time, for the duration of the term of the outgoing individual.**
- E. Any Officer may be impeached for justifiable cause. A committee appointed by the highest ranking Officer not involved in the "cause" shall determine justifiable cause. Cause shall constitute any action or behavior that creates harm to the Association or the Board. A reasonable determination for "cause" shall be determined regarding overt or covert actions. If a reasonable determination that cause has been met, an Officer may be removed by a majority vote of the Voting Members at a monthly meeting or Special Meeting called for that purpose.**

## **Article VI. FISCAL RESPONSIBILITY**

- A. Expenditure of funds of the Association may not be made without the signatures of at least one Officer and the Treasurer. Dues, and other funds collected by the Association are for the expenses of the Association to carry**

out its responsibilities, and for events benefiting the well being of the neighborhood.

- B. Financial records and funds of the Association shall be audited twice a year by a committee of at least two Voting Members and an Association Officer appointed by the President. Audit times will be in March and in August prior to a new Treasurer taking office, or as a scheduled audit.

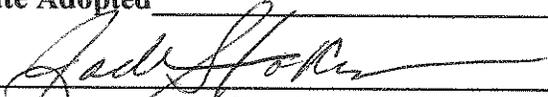
### Article VII. AMENDMENT OF BYLAWS

- A. Bylaws may be amended, revoked, or suspended by a majority vote of the Voting Members.
- B. Proposed amendments shall be sent to all members at least 3 working days in advance of the meeting where action is to be taken, or shall be read at the preceding meeting.
- C. Proposed amendments shall be reviewed by a committee appointed by the President to determine the validity of any amendments, revocations, and suspensions to the Bylaws.
- D. Should the Bylaws be suspended, or revoked, revised Bylaws must be put into effect 120 days from the date the suspension or revocation action occurred.

### Article VIII. GENERAL

- A. If any part of the Charter and/or Bylaws or the application thereof is hereafter determined to be held invalid or unenforceable, that part will be suspended and /or revoked. The remaining portion shall not be affected. Any revoked or suspended part of the Charter or Bylaws will be reviewed for amendment.
- B. No Officer, representative, spokesperson or member shall have any financial liability for the Association.

Date Adopted \_\_\_\_\_

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
First Vice President

  
\_\_\_\_\_  
Secretary