

CURRENT BYLAWS

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Bylaws Binders

# Miles Neighborhood Association

Charter and Bylaws  
Of the  
Miles Neighborhood Association



## Charter of the Miles Neighborhood Association

This neighborhood association is formed to promote a meaningful and lasting relationship among neighbors and to promote the enhancement of the urban lifestyle found within and between this neighborhood and other neighborhoods.

### Article I. Name and Boundaries

This neighborhood association shall be known as the Miles Neighborhood Association. The area that shall be defined as the Miles Neighborhood is that area bounded on the north by Broadway, on the east by Kino Boulevard, on the south by Arroyo Chico, and on the west by Park Avenue.

### Article II. Purposes

1. The purposes for which this association is formed are to improve the neighborhood, to maintain and enhance its character, and to ensure that it continues to be a quality residential neighborhood;
2. To encourage the revitalization and preservation of inner city neighborhoods of Tucson, Arizona;
3. To encourage development of architecturally compatible buildings, where open land exists, in accordance with the character of the neighborhood;
4. To prevent high-rise and industrial encroachment throughout the neighborhood;
5. To protect and preserve Miles School as a neighborhood institution;
6. To provide for and encourage desirable neighborhood improvement, such as sidewalks and streetlights, to increase the safety of the neighborhood;
7. To discourage the movement of heavy duty commercial vehicles throughout the neighborhood;
8. To create and participate in programs for social and human growth and development in the neighborhood;
9. To maintain a liaison with other neighborhood associations, especially the Inner-City Neighborhood Coalition;
10. To inform all residents and property owners of the Miles area about neighborhood concerns; and
11. To perform such other activities as may be in the furtherance of neighborhood interests.
12. To serve as an Arbitration Committee regarding neighborhood complaints and disputes.
  - a. This committee will consist of an odd number of members if a vote is necessary.
  - b. No committee member can hear a case that involves themselves, their family or any person that has a personal relationship with a committee member or the members' family.
  - c. Question of involvement may be decide by either of the Co-Chairpersons, or in the case of the involvement by the Secretary, then the Treasurer. Further, either party involved in the dispute, should have the opportunity to strike one member of the committee without cause provided an alternate is available. In the event both parties wish to strike but only one alternate is available it shall be awarded on a first come first serve basis.

### Article III. Membership

1. The membership of this association shall be composed of two categories: Voting Members and Associate Members.
2. Voting rights shall be defined in the Bylaws.

#### Article IV. Offices

1. The Officers of the association shall be as follows: two (2) Co-Chair persons, a Secretary, and a Treasurer. Only voting members in good standing of the association shall be Officers.
2. The duties of the Officers shall be provided in the Bylaws.
3. The affairs of the association shall be conducted by the Co-Chairpersons or assigned committees appointed by the Co-Chairpersons (when necessary).

#### Article V. Bylaws

Bylaws shall be adopted at the organization meeting called for this purpose and thereafter may be amended upon recommendation of the Co-Chairpersons.

#### Article VI. Parliamentary Authority

The rules contained in the most 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. Meetings

There shall be an Annual Meeting whose date, time and place shall be set by the Bylaws.

#### Article VIII. Amendment of charter

This Charter may be amended by a two-thirds vote of a quorum.

#### Article IX. Dissolution of association

This association may be dissolved by two-thirds vote of a quorum of Voting Members present at a meeting called for this purpose. Ten (10) days' written notice must be given to all members. 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. Adoption of Charter

This Charter shall be adopted at an organizational meeting called for that purpose by a two-thirds vote of a quorum.

## Bylaws of the Miles East-West Neighborhood Association

### Article I. Membership

1. The membership of this association shall be composed of two categories: Voting Members and Associate Members.
  - a. A voting member shall be over the age of 18 who resides or owns residential real property within the Miles East-West Neighborhood. A voting member shall be entitled to one vote providing that that member is current and in good standing by the September Annual Meeting. However, each person who attends a Neighborhood Association meeting as a voting member shall have no more than one vote whether he is a voting member or represents a voting member.
  - b. An Associate Member shall be a person, organization or commercial business owner interested in the progress of this neighborhood or of the association, and shall not be accorded any voting rights. Those persons under eighteen years of age applying for membership shall be Associate Members.

### Article II. Officers

1. The Officers of this association shall hold office for a term of one year or until a successor is elected. The term of office shall begin at the close of the annual meeting. The duties of the officers shall be as follows:
  - a. The Co-Chairpersons 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 business of the association, and shall act as official spokespersons of the association.
  - b. The Secretary shall keep a permanent record of all the Membership, and special meetings' minutes, and all documents and legal transactions of the association.
  - c. The Treasurer shall keep possession of all receipts and a permanent record of all financial business of the association. An up-to-date financial report shall be submitted at each meeting. In addition, the Treasurer shall be Chairperson of the Fund-Raising Committee.
2. An Officer shall not hold more than two consecutive terms in any one office, and no member shall hold more than one office at a time.
3. All records of the Officers are the property of the Association.

### Article III. Committees

1. Committees shall be formed by the Officers as the need arises.

### Article IV. Meetings

1. Membership meetings shall be held in September through May at a time and place designated by the Co-Chairperson. Additional meetings may be called at the discretion of the Officers.
  - a. Not less than ten (10) voting members shall have the privilege of petitioning a special meeting at any time.
  - b. The voting members present shall constitute a quorum of 15.
  - c. Ten (10) days' notice, but in no case less than two (2) days' notice, shall be provided in advance of any membership meeting.

- d. The September membership meeting shall be the annual meeting. The purpose of this meeting shall be 1) the presentation of the Annual Reports of all the Officers, 2) the election of Officers, and 3) the installation of Officers elected.

#### Article V. Nomination, elections, annual reports and installation of Officers

1. Nominations of Officers and membership shall be made from the floor of the Annual Meeting held in September.
2. Election of Officers and membership shall be held on the same day as nominations and conducted by outgoing Co-Chairpersons.
3. Three (3) volunteers will act as election tellers.
4. In the event an election teller is nominated for any office, he shall be removed as election teller and replaced by an alternate.
5. Upon installation of the Officers whose terms begin at the close of the annual meeting, all document, records and any material 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 fifteen (15) days of the installation.
6. Any vacancies occurring during the year of any Officer or member of the membership shall be filled by appointment by the entire Council.
7. 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 (10) calendar days of the Officer's leave of absence being approved.
8. Any officer or member presenting an individual or proposal to the membership for a vote must offer the options of a written ballot prior to the vote. Further, any member can request a written ballot if the member wishes greater privacy or if the member believes the hand vote is too close.

#### Article VI. Fiscal Responsibility

1. The initial Treasurer shall establish a savings account in the name of the Association. The Treasurer and one Co-Chairperson shall be the signatories of said account.
2. All withdrawals over \$30.00 must have the majority approval of the Co-Chairpersons.
3. 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 appointed by the Co-Chairpersons from among the members of the voting membership.

#### Article VII. Amendment of Bylaws

1. These bylaws may be amended upon recommendation by a two-thirds (2/3) majority of the entire membership to the voting membership at a meeting called for that purpose.
2. Proposed amendments shall be sent to all members of the membership and all voting members at least ten (10) days in advance of the meeting where action is to be taken.