

DEPARTMENT OF RECREATION
SPONSOR
MAY 2004
COMMUNITY CENTER

MOUNTAIN VIEW NEIGHBORHOOD ASSOCIATION

Boundaries

North-Prince
East-Mountain
West-First Av.
South-Fort Lowell

Mission Statement

IMPROVE COMMUNICATIONS BETWEEN NEIGHBORS AND BUSINESSES, ENHANCE
THE QUALITY OF LIFE OF THE RESIDENCES

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COUNCIL

BYLAWS

BYLAWS OF MOUNTAIN VIEW ASSOCIATION

ARTICLE I. 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, tenant, or business within the boundaries of the neighborhood. Each household or business within the neighborhood shall be entitled to one vote.
- C. Dues will be determined by the voting members. Yearly dues are to be \$5.00 per Voting member.
- D. Membership shall not be denied on the basis of views or opinions contrary to the goals and purposes of the association.

ARTICLE II. OFFICERS

Two suggested options for the election of officers are: 1. The Voting Members of the neighborhood association shall nominate and elect the officers of the association. The officers of this association shall hold office for a term of one(1) year or until successors are elected. The term of office shall begin at the close of the Annual Meeting in March. The officers of the association shall be President, a Vice President, a Secretary and a Treasurer.

- A. The President (or Chairperson) 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 (or Vice Chairperson) 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 DNR.
- 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 Neighborhood Advocates shall be composed of an appropriate number of Voting Members, shall be elected by the voting membership and shall serve in the capacity of gathering and disseminating information critical to the implementation of the purpose stated in the charter. Every effort will be made to insure that neighborhood advocates serve specific blocks or streets within the association boundaries.
- F. Any officer can be removed from office by a 2/3rds majority vote of the dues paying membership after a special meeting has been requested at least ten (10) working days in advance. DNR requires that meetings involving the recall of officers be mailed through this office.

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

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

- A. Not less than twenty-five percent of the Voting Members shall have the privilege of calling a special meeting at any time.
- B. The Voting Members present shall constitute a quorum.
- C. At least an seven day notice shall be provided in advance of any association meeting. Every effort will be made to notify all interested parties and members of th Association of upcoming meetings either by direct mailing, pamphlets, newsletters, or announcements at regularly scheduled meetings.
- D. All meetings shall be public and open to any interested persons.

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

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RESOURCES
AUG 2004

- A. Nominations of officers shall be made from the floor at the annual meeting or a slate presented from a nominating committee would also be acceptable.
- B. Election of officers shall be held on the same day as the nominations.
- C. Upon installation of the officers whose terms begins 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 ten days of the installation.
- D. Any vacancies occurring during the year of any Officer or member of the advocates shall be filled by appointment by the association advocates.

ARTICLE VI. FISCAL RESPONSIBILITY

- A. Expenditure of funds of the association may not be made without the signatures of at least two (2) of the six (6) Officers.
- 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 of the Neighborhood Advocates appointed by the President/Chairperson prior to a new Treasurers's taking office.

ARTICLE VII. AMENDMENT OF BYLAWS

- A. These bylaws may be amended by a 2/3rds majority vote including all absentee and/or proxy votes.
- B. Proposed amendments shall be sent to all members at least eighteen working days in advance of the meeting where action is to be taken or shall be read at the presiding meeting.

ARTICLE VIII. GENERAL

- A. The rules in the current edition of Robert's Rules of Order shall govern the association, the Officers, and all subcommittees in all cases to which they apply and do not conflict with the specific provisions of this Charter and Bylaws or any special rules that the association may adopt.
- B. If any part of the Charter and 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.

D. The neighborhood association will not ~~become~~ a homeowners association with deeds restrictions and covenants.

DATE ADOPTED: 5-6-04

John W. Bill Crouse President
SIGNATURE/TITLE

SIGNATURE/TITLE

CURRENT BYLAWS

Approved by NA: 5/16/04

Updated in ONP Files: 5/20/04

Filed by: M. Leon

NA folder

Bylaws Binders

D. The neighborhood association will not ~~become~~ a homeowners association with deeds restrictions and covenants.

DATE ADOPTED: 5-6-04

John W. Bill Crouse President
SIGNATURE/TITLE

[Signature] Vice President
SIGNATURE/TITLE

