

SANTIAGO HILLS NEIGHBORHOOD ASSOCIATION

Adopted June 2009

Bylaws Binders
 NA Form

Approved by _____
Updated in _____ Files
Filed by _____

ARTICLE I. NAME AND BOUNDARIES

CURRENT BYLAWS

- A. The name of the association shall be Santiago Hills Neighborhood Association.
- B. The association shall encompass the areas of Blueberry Lane, Desert Hills, Mecedora, Santiago Villas, and Westwood Hills. The association shall be bounded on the

North by Speedway Blvd.

East by Silverbell Road and Silvercroft Wash to Anklam Blvd

South by Anklam Road between La Cholla Blvd. And Avenida de Suenos

West by La Cholla Blvd between Speedway and Anklam Blvd.

Neighborhood areas shall include Blueberry Lane, Desert Hills, Mecedora Estates, Santiago Villas, Westwood Condos and Westwood Hills (see attached map for details)

ARTICLE II. MEMBERSHIP

- A. The membership of this association shall be residents, property owners, owners or businesses within the neighborhood boundaries.
- 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. Members voted to require no dues, but will hold fundraisers for special projects as desired.
- 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 nominate and elect the officers of the association. The officers for this association shall hold office for a term for (1) year or until successors are elected. The term of office shall begin at the close of the Annual Meeting. The officers shall be President, Vice President, Secretary, and Neighborhood Advocates. The Membership will attempt to elect a Neighborhood Advocate from each of the following areas: Blueberry Lane, Deserts Hills, Mecedora, Santiago Villas, Westwood Condos and Westwood Hills. The Board of Directors include the Officers and the Neighborhood Advocates.

- A. The President (or Chairperson) shall conduct all meetings, shall act for and on behalf of the association. The Board of Directors shall appoint any special committees necessary for the operation of the association business and shall act as official contact person for the association.

AUG 12 2009

CURRENT BYLAWS
Approved by NA: June 24 2009
Updated in DN: Aug 12 2009
Filed by: Beth

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- B. The Vice President shall, in the absence of the President, assume all the duties of that office and shall be responsible for publicity and notifications of all 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 and submit a copy of the annual meeting minutes to City of Tucson Community Services Department.
- D. The Neighborhood Advocates shall be composed of these 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 these Bylaws. Every effort will be made to ensure that neighborhood advocates serve specific areas in the geographic area of the association as defined in Articles III.
- E. No officers shall be removed unless by 2/3rds majority vote of the membership after a special meeting has been requested least (10) working days in advance. The Community Services Department requires that meeting notices involving the recall of officers be mailed through their office.

ARTICLE IV. COMMITTEES

- A. The Board of Directors shall have the power to appoint committees as necessary to implement the purposes of the association.
- B. The President (or Chairperson) shall be a non-voting member of all committees.

ARTICLE V. MEETINGS

- A. An annual meeting will be held during the month of October at Mecedora Clubhouse, 630 N. Avenida Feliz, at a time designated by the Board of Directors.
- B. Not less than 20% percent of the Voting Members shall have the privilege of petitioning a special meeting at any time.
- C. The Voting Members present shall constitute a quorum.
- D. All meetings shall be public and open to any interested persons and announced in the newsletter or by email and phone calls to those not having email.

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

- A. Nominations of officers shall be made from the floor at the annual meeting or a slate presented from a nominating committee is also acceptable.
- B. Election of officers shall be held on the same day as the nominations.
- C. Upon installations of 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

- C. Upon installations of 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 seven days of the installation.
- D. Any vacancies occurring during the year of any Officer or Members of the Neighborhood Advocates shall be filled by appointment by the Neighborhood Advocates.

ARTICLE VII. FISCAL RESPONSIBILITY

- A. Expenditure of funds of the association may not be made without the approval of the Board of Directors.
- B. Financial records and funds of the association shall be audited at least once a year by a committee of at least (2) two Voting Members of the Neighborhood Advocates appointed by the Board of Directors prior to a new Treasurer's taking office.

ARTICLE VIII. AMENDMENT OF THE BYLAWS

- A. These Bylaws may be amended by a majority vote of the Voting Members present.
- 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.

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 sub- committees in all cases in 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 the Bylaws or application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only affected portions are hereby eliminated.
- C. No officer, advocate, spokesperson, or member shall have any financial liability of the association.

DATE ADOPTED June 24, 2009

Nancy Ziserberg, Pres.
(Signature and Title)

Frances M. Darton V.P. 7/31/09
(Signature and Title)