

BYLAWS of Dodge-Flower Neighborhood Association

Article 1. Name

The name of this Association shall be Dodge-Flower Neighborhood Association. It shall encompass the Dodge-Flower Neighborhood bounded on the north by Glenn Street, on the east by Alvernon Way, on the south by Grant Road, and on the west by Palo Verde Blvd

Article II. Purpose

This organization has been organized to promote a safe family environment, a sense of community, and neighborhood pride. The Dodge-Flower Neighborhood Association will not discriminate against nor support any organization that discriminates against any classification of persons. The Dodge Flower Neighborhood Association is interested in enhancing the culture, safety, and quality of life in the Dodge-Flower Neighborhood.

Article III. Membership and Dues

A. The membership of this Association shall be composed of two categories:

1. **Resident Members** are any renters or homeowners whose primary residence is within the boundaries of the Dodge-Flower Neighborhood. Each qualified resident who is 18 years or older is entitled to one vote.

2. **Business/Corporate Members** are any Business Owners or Statutory Agents of corporations that operate within the boundaries of the Dodge-Flower Neighborhood. Each qualified Business Owner is entitled to one vote per business. Each qualified Statutory agent is entitled to one vote per corporation. Any qualified business which is also a qualified corporation shall be allowed only one vote. An individual owner of multiple rental units will be entitled to one vote regardless of the number of units owned.

B. Membership will not be denied on the basis of views or opinions that may be contrary to the goals and purposes of the Association.

C. **Dues**--there are no dues (donations are encouraged)

Article IV. Leadership

A Leadership Committee shall direct the Association. Officers shall hold office for two years or until their successors are elected. The term of office shall begin at the close of the annual meeting. Each Officer may hold two titles (and perform accompanying duties) if necessary.

A. Co-Chairs: The Co-Chairs shall call and preside at all meetings; maintain compliance with Association bylaws, appoint any special committees (should any need arise); act as official spokesperson for the Association to outside persons and other organizations; and be responsible for filing required paperwork (such as meeting minutes, new officers, bylaw amendments, etc.).

B. Secretary: The Secretary shall maintain an accurate attendance record; keep a record of members; have on hand the Association's bylaws; in written minutes give the type of meeting and its time and place, business transacted, wording of all motions, name of the mover and seconder, results of the vote, and the time of adjournment; maintain and update the listserv; hand over to a successor all records, documents, and materials pertaining to the office at the end of the term. The Treasurer shall collect and record any donations.

C. Treasurer: The Treasurer shall collect any donations and keep a record of how those donations, if any, are used; keep a record of membership.

All records of the Officers are the property of the DFNA.

Article V. Meetings: An annual meeting shall be held each May at a time and place designated by and at the discretion of the Leadership Committee.

A. Not less than sixty-six (66%) of the Voting Members shall have the privilege of petitioning a special meeting at any other time.

B. The Voting Members present at any meeting shall constitute a quorum.

C. A good-faith effort will be made to notify interested parties and members of the Association of upcoming meetings either by emailing, direct mailing, pamphlets, newsletters, personal contact, texting, or phone calls.

D. All meetings will be open to any interested persons.

Article VI. Nominations, Elections, Annual Reports, Installation of Officers, Newsletters and Websites.

A. Nominations of Leadership Committee members must be made at the Annual Meeting. Nominations will be made in writing and submitted to the Leadership Committee. If a Nominee chooses not to run or is unable to serve for any reason, nominations for replacement may be taken from the floor at the Annual Meeting.

B. Elections of the Leadership Committee will be held at the Annual Meeting. Neither Absentee nor Proxy ballots shall be accepted.

C. Each voter must have valid photo identification to be made available upon request. D. Any voting member can act as an election teller at the meeting if a secret ballot is taken. In the event an election teller is nominated for any office, the teller will be replaced by an alternate to be appointed by the Leadership Committee.

E. Upon installations of the Leadership Committee whose terms begin at the close of the annual meeting, all documents, records and any other materials pertaining to the duties of the office, as designated in the Bylaws, which are in the possession of the outgoing officers will be submitted to their newly elected counterpart within seven (7) days of the installation.

F. In the event a Leadership Committee member cannot complete his/her duties, a replacement Committee member will be appointed by the Leadership Committee.

G. The Association Newsletter or postcard and email notification will be used to distribute information and to announce the times and location of the Annual Meeting. An electronic newsletter will be mailed at no charge to those who formally request to receive it. Newsletter and meeting notices will be mailed in accordance with the policies and procedures of the PDS (Planning and Development Services Department, City of Tucson). As per the PDS mailing guidelines, no newsletter will contain any business advertisement.

Article VII. Amendment of Bylaws

A. These bylaws may be amended by a simple majority of voting members present at the annual meeting.

B. Proposed amendments will be presented to all officers and voting members at the meeting where action is to be taken.

Article VIII. General

A. The rules in the current edition of Robert's Rules of Order Simplified shall govern the Association and the Leadership Committee in all cases to which they apply and do not conflict with the specific provisions of the 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 will not be affected thereby, and only the affected portions are declared eliminated.

C. No Committee member, representative, spokesperson or member shall have any financial liability for the Association.

Article IX. Ratification

The original Dodge-Flower Neighborhood Association (DFNA) was formed on September 28, 1999. Original Articles of Incorporation and original Bylaws were ratified on that date. First amended Bylaws of the DFNA were ratified on January 14, 2003. Second amended Bylaws of the DFNA were ratified on September 22, 2008. Third amended Bylaws of the DFNA were ratified on September 25, 2012. Current (fourth) amended Bylaws of the DFNA are hereby ratified on this date, May 6, 2023, by the signatures of the current Leadership Committee members.

Co-Chair and Treasurer: Gretchen Ronnow Date: May 6, 2023

Co-Chair and Secretary: Rodrigo Morales Date: May 6, 2023