

# **BYLAWS of Dodge-Flower Neighborhood Association**

## **Article I. Name**

The name of this Association shall be Dodge-Flower Neighborhood Association (hereafter referred to as the "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 Association will not discriminate against nor support any organization that discriminates against any classification of persons. The 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. A Board of Directors shall direct the Association. The officers of the Association shall consist of a President, Vice President, Secretary, and Treasurer, all of whom shall be members of the Board of Directors, and shall be elected by a majority vote of the membership. 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 a maximum of two titles (and perform accompanying duties) if

necessary.

**B. Duties of officers:**

1. The **President** shall preside at all meetings of the Board of Directors, and shall perform such other duties as the Board of Directors may from time to time authorize.
2. The **Vice President**, in the absence of the President, or in case the President may be unwilling to act, shall perform the duties pertaining to the Office of President.
3. The **Secretary** shall:
  - a. Subscribe to the minutes of all meetings of the Board of Directors.
  - b. Send notices through mail or electronic means to the Board of Directors of the holding of any meetings prescribed by these Bylaws.
  - c. Perform other duties as may be authorized or directed by the Board of Directors.
4. The **Treasurer** shall:
  - a. Have charge of all funds belonging to the association, and shall keep and deposit the same for and on behalf of the association in a financial institution designated by the Board of Directors by resolution.
  - b. Maintain the financial records of the association, and periodically reconcile with the records of the financial institution.
  - c. Arrange for the annual audit or compilation of financial statements from the books and records of the association by an independent accounting firm, and arrange for the preparation and filing of the association's income tax return and other regulatory reports under the supervision of the Board of Directors.
  - d. Perform other duties as may be authorized or directed by the Board of Directors.

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

**Article V. Meetings**

- A. An Annual meeting shall be held each May at a time and place designated by and at the discretion of the Board of Directors.
- B. Special meetings of the Association may be called by the President or at least two other directors at any reasonable time by giving members notice at least one week before the date of

such meeting.

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

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

E. 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.

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

#### **Article VI. Nominations and Elections**

A. Nominations of Board of Directors members must be made either in writing and submitted to the Board of Directors *prior* to the Annual Meeting, or be taken from the floor at the Annual Meeting.

B. Elections of the Board of Directors will be held at the Annual Meeting. Absentee and 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 Board of Directors.

E. Upon installations of the Board of Directors 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 Board of Directors member cannot complete his/her duties, a replacement Board member will be appointed by the Board of Directors.

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 PDSD (Planning and Development Services Department, City of Tucson). As per the PDSD 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 or a special 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 Board of Directors 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 Board member, representative, spokesperson or member shall have any financial liability for the Association.

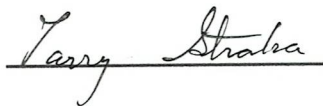
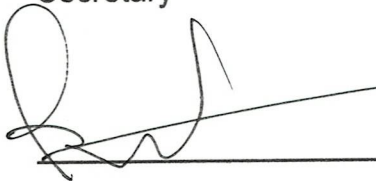
**Article IX. Ratification**

*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. Fourth amended Bylaws of the DFNA were ratified on May 6, 2023. The current (fifth) amended Bylaws of the DFNA are hereby ratified on this date, May 20, 2026, by the current members of the Board of Directors.*

Robert Bortner  
3514 E Flower St  
Tucson, Arizona 85716  
President and  
Secretary

Larry Straka  
3514 E Flower St  
Tucson, Arizona 85716  
Vice President

Jessica Rahier  
2727 N Baxter Ave  
Tucson, Arizona 85716  
Treasurer



## CERTIFICATE OF ADOPTION

I certify that as Secretary of DODGE-FLOWER NEIGHBORHOOD ASSOCIATION, an Arizona corporation, that these Bylaws of the association have been adopted at the Annual meeting of the Association, the 20 day of May, 2026, and as of the date of this certificate have not been repealed, altered, amended, restated, or superseded, and remain in full force and effect.

Robert Bortner

A handwritten signature in black ink, appearing to be 'R. Bortner', with a long horizontal line extending to the right.

President and Secretary