

## CURRENT BYLAWS

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# BYLAWS OF THE VISTA DEL MONTE NEIGHBORHOOD ASSOCIATION



## ARTICLE ONE - NAME AND BOUNDARIES

The name of this association shall be the Vista del Monte Neighborhood Association. It shall encompass the area bounded on the:

NORTH : by the south side of Fort Lowell Road, the south side of Blacklidge Street, including McCormick Park;

EAST: by the west side of Swan Road,

SOUTH: by the north side of Grant Road, and

WEST: by the east side of Columbus Boulevard up to 2900 N. Columbus., including the San Carlos subdivision lots facing Goyette Avenue, but otherwise excluding the San Carlos subdivision.

## ARTICLE TWO - PURPOSES

This neighborhood association is formed to provide meaningful and lasting relationships among neighbors, to establish communication among residents, to keep the neighborhood safe, secure, and clean, to protect property values and to address general neighborhood concerns.

## ARTICLE THREE - MEMBERSHIP

1. The membership of this association shall be comprised of residents, property owners, and businesses within the Vista Del Monte Neighborhood boundaries.
2. Each member is entitled to one vote.
3. Meetings shall be open to anyone with an interest in the neighborhood or the association.
4. There shall be no dues. All participation and support shall be strictly voluntary.

## ARTICLE FOUR - NEIGHBORHOOD COUNCIL

1. The neighborhood council of this association shall consist of the president, the vice-president, the secretary, the treasurer, and the street representatives.

2. Officers of this association shall hold office for a term of one year or until their successors are 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 president shall call and preside at all meetings. The president shall act for and on 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 spokesperson of the association.
  - B. The vice-president shall perform such duties as assigned by the president, and in the absence of the president, assume all of the duties of that office.
  - C. The secretary shall keep a permanent record of all formal meetings and all legal documents and legal transactions of the association. Copies of meeting minutes will be provided to the president. All records will be transferred to a new office holder.
  - D. The treasurer shall keep all financial receipts and maintain a permanent record of the financial business of the association. All records will be transferred to a new office holder.
  - E. The office of secretary and the office of treasurer may be held by the same person and titled Secretary/Treasurer if so elected during the annual meeting or if so appointed by the president to replace an outgoing officer in the middle of the year.
3. The street representatives shall volunteer and be appointed by the president at the annual meeting or as needed to fill vacancies. They shall serve in the capacity of gathering and disseminating information necessary for the implementation of the purposes of this association. The president shall assign their areas of responsibility.
4. A member of the neighborhood council shall not hold more than one office at a time unless it is that of combined Secretary and Treasurer as stated in Article Two, number 2, E above. Every member of the neighborhood council shall have one vote.
5. All records of association activities kept by the officers are the property of the association.

## ARTICLE FIVE- COMMITTEES

1. The president shall have the power to appoint committees as necessary to implement the purposes of the association.
2. The president shall be an ex-officio member of all committees.

## ARTICLE SIX - MEETINGS

1. An annual meeting shall be held in the month of March at a time and place designated by the president. The purposes of this meeting shall be (1) the presentation of the annual reports of the officers, (2) the election of officers and designation of street representatives, (3) the installation of newly elected officers, and (4) the consideration of any other business brought to the floor.

2. Notification of the annual meeting will be mailed via Citizen and Neighborhood Services to all members listed on Vista del Monte's resident and absentee owner mailing lists, to be received no later than five (5) days prior to the meeting.
3. The president with the officers and the street representatives shall determine times and places for necessary membership meetings.
  - A. Not less than 15 members shall have the privilege of calling a meeting which has not been called for by the neighborhood council.
  - B. The voting members present shall constitute a quorum.
  - C. At least five (5) days written notice shall be provided in advance of any association meeting.
4. The neighborhood council shall meet when requested to do so by the president.
  - A. A majority of the neighborhood council is needed to call a council meeting which has not been called for by the president.
  - B. Five members of the neighborhood council shall constitute a quorum.

#### ARTICLE SEVEN - NOMINATIONS, ELECTIONS, ANNUAL REPORTS, AND INSTALLATION OF OFFICERS

1. Nominations of officers and street representatives may be made prior to or at the annual meeting.
2. Election of officers and appointment of street representatives shall be held at the annual meeting.
3. Any vacancies occurring during the year of any office shall be filled by appointment by the president with the approval of the majority of the neighborhood council.
4. Upon installation of the officers whose terms begin at the close of the annual meeting, the outgoing officers will submit to their newly elected counterparts all documents, records, money, and any other material pertaining to the duties of the office in a timely manner.

#### ARTICLE EIGHT - FISCAL RESPONSIBILITY

1. Expenditure of the funds of the association shall require a warrant with the signatures of at least one officer excluding the treasurer, and at least one other member of the neighborhood council.
2. Financial records and funds of the association shall be audited at least once a year by a committee of at least two members of the neighborhood council appointed by the president, before a new treasurer takes office, and may be audited at any time upon a majority vote of the neighborhood council.

## ARTICLE NINE - INDEMNIFICATION

1. Release of Residents - All officers, council members, and street representatives of the Vista Del Monte Neighborhood Association, hereby expressly release, hold harmless, and indemnify all residents within the boundaries of the Vista Del Monte neighborhood from any and all liability and responsibility regarding or resulting from any acts, deeds, votes or any and all actions of any kind that are considered, contemplated, performed, or completed, on behalf of any of the Vista Del Monte neighborhood residents.
2. It will be understood by all concerned that the Vista Del Monte Neighborhood Association is a volunteer organization acting in good faith for the well being of the neighborhood. All meetings, including those of the officers, the neighborhood council, and committees, are open to interested persons. It is not intended that any officer, representative, spokesperson or member shall have any financial liability for the association.

## ARTICLE TEN - AMENDMENT OF BYLAWS

1. These bylaws may be amended by a 2/3 majority vote of the members present at a membership meeting.
2. Proposed amendments shall be made available to all members in writing at least five days in advance of the meeting where action is to be taken or shall be read at a preceding meeting, with copies available. All changes shall be underlined.
3. Notification of upcoming action to amend the bylaws will be mailed via Citizen and Neighborhood Services to all members listed on Vista del Monte's resident and absentee owner mailing lists, to be received no later than five (5) days prior to the meeting.

Adopted March 18, 1998  
Date

3/24/98 Katy Brown Katy Brown  
Date President

3/24/98 Emily S. Ricketts Emily S. Ricketts  
Date Vice-President

3/24/98 Shirley J. Earl Shirley J. Earl  
Date Secretary

3/24/98 Cheryl Moaga Cheryl Moaga  
Date Treasurer