## BY-LAWS OF THE SOUTH-OAKWOOD BROOKHAVEN COMMUNITY ORGANIZATION (SOBNO)

## ARTICLE I

## PURPOSE

1.01. The South Oakwood-Brookhaven Neighborhood Organization (SOBNO) is a not for profit 501(c)(3) organization. The purpose of the organization is to bring together the residents, property and business owners in the community:
A. To assemble, correlate and disseminate information regarding improving the quality of life in the community, the problems affecting the residents and to encourage discussion and understanding of the same;
B. To encourage the formation of block clubs;
C. To combat community deterioration;
D. To undertake active programs such as the construction and operation of any community projects and work collectively with other organizations within the community to address problems.

## ARTICLE II - NAME AND OFFICE OF THE ORGANIZATION

NAME
2.01. The name of the organization isthe South-Oakwood Brookhaven Neighborhood Organization (SOBNO).

## LOCATION

The principal office of the South-Oakwood Brookhaven Neighborhood Organization shall belocated within the boundaries of the community as approved by the board members at such place as Board of Directors shall from time to time designate.
2.02. The boundaries of the South Oakwood-Brookhaven Neighborhood area are: 71st Street on the North, the Illinois Central railroad tracks (at about Kimbark Avenue) on the East and South Chicago Avenue, from 71 st Street to $75^{\text {th }}$, Street angling Southeast from Cottage Grove to Woodlawn Avenues, forming the third side of a triangularly-shaped community.

The "Brookhaven" section includes the area from Oakwood Cemetery at 71st Street north to 69th Street and from Woodlawn Avenue east to the Illinois Central Railroad tracks, just east of Kimbark Avenue.

An expansion of the organization's boundary includes a portion of the "New Art" section: This area being from $69^{\text {t }}$ Street north to the north side of $73{ }^{\text {rd }}$ Street and from the Illinois Central Railroad tracks to east side of Dorchester Avenue on the east.

## ARTICLE III - MEMBERS

3.01. Any person meeting the following qualifications is eligible for membership in this organization:
A. Individuals residinglegally within the boundaries of the community; owners of properties; and owners of businesses within the community.

1. A member in good standing is one who has paid annual dues

2 One who attends 2 out of 6 meetings annually
3. Represents the organization in a professional and positive manner
B. A member in good standing is entitled to one vote and may hold office if nominated and elected.

## ARTICLE IV - DUES

4.01. Membership dues are $\$ 56.00$ per year.

## ARTICLE V- OFFICERS

## Elected

5.01. The members of South Oakwood Brookhaven Neighborhood Organization shall elect a President, Vice President, Recording Secretary, Corresponding Secretary, Financial Secretary, Treasurer and Sergeant- At -Arms, which also make up the Executive Board of the organization. Officers shall not receive any salary, however, they will be reimbursed for any expenses approved by a vote of the majority that are incurred on behalf of SOBNO.

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### 5.03 Term of Office

The officers of South Oakwood Brookhaven Neighborhood Organization shall be elected for three- year terms. Vacancies may be filled or new offices created and filled at any meeting of the Board.

Each officer shall hold office until a successor has been duly elected or appointed.

### 5.04 Removal ofOfficers

1. Position eliminated, 2. Nonpayment of dues 3 . Missing three (3) meetings without notifying the President. Any officer may be removed by a majority vote of the Board of Directors whenever, in the Board's judgment the best interest of the organization will be served.

### 5.05. Resignation from Office

Officers may resign at any time by providing written notice to the President.

## ARTICLE VI - NOMINATING COMMITTEE AND ELECTIONS

6.01. One-third $(1 / 3)$ of the Board Members constitute a quorum to vote on any issue.
6.02. The Chair of the Nominating Committee may volunteer or be chosen by the President in a meeting. The members of the Nominating Committee must be chosen by the Chair from the members present.
6.03. The nominating committee shall consist of an odd number of persons ( 3,5, or 7 ).
6.04. Allmembersto be nominated asofficers must be contacted priorto selecting the nominating slate.
6.05. Members are eligible to vote in the election if they have been ingood standing for a period of one (1) year prior to election \{dues paid) and have attended four (4) out of six \{6) meetings.
6.06. The election of officers and board members shall be held in the month of September.
6.07. The slate will be presented to members bythe nominating committee andnominations will be received electronicallyor taken from the floor. Members may be nominated by other members or may nominate themselves.
6.08. Members are entitled to an absentee ballot only if said members have a legitimate excuse, namely working, illness, out-of-town or death in the family.
6.09. The absentee ballot must be obtained from the Chair of the Nominating Committee, or her/his designee, and returned to the same electronically or in a sealed envelope 48 hours prior to the next scheduled meeting.

## ARTICLE VII - MEETING OF MEMBERS

## SOBNO's fiscal year is from September $1^{\text {st }}$ to August $31^{\text {st }}$.

7.01. There shall be six (6) meetings annually. The meeting shall convene the first Tuesday of the following months: March, May, September and November. In January and July, the meetings shall convene on the second Tuesday of the month.
7.02. The election of officers and board members of the organization shall be held at the September meeting.
7.03. Special meetings may be called by the President, Executive Board, or upon request of one-third $(1 / 3)$ of the members who are in good standing.
7.04. The location of meetings may be designated by the Executive Board at a place within the boundaries of the organization.
7.05. Written, printed or verbal notices may be sent by conventional mail, e-mail, text, delivered personally or by telephone to each member entitled to vote, not less than five days prior to the scheduled meeting.
7.06. Only Board members are allowed to attend Executive Board meetings; anyone else may attend with an official invitation from the Executive Board.
7.07. During any meeting, a person who wishes to speak, may do so after being recognized by the Chair.

## ARTICLE VIII - EXECUTIVE BOARD

8.01. The affairs of the Organization shall be managed by the Executive Board and all must be members of the Organization.
8.02. The maximum number of Board members of the Organization shall be nine (9), elected and confirmed by the members of the Organization at the September meeting.
8.03. Members may hold office for three (3) years as long as the members deem their service of value or until they no longer wish to serve.

## ARTICLE IX - VACANCIES

9.01. Any vacancy occurring on the Executive Board, shall be filled by the Executive Board. A Board member elected to fill the vacancy, shall be elected to fill the unexpired term of her/his predecessor.

## ARTICLE X - FINANCIAL AFFAIRS AND RECORDS

10.01. All monies of the Organization shall be kept in the bank. Three names must be on the bank account, requiring the signature of two of the three to make a withdrawal.
10.02 . The Treasurer or Financial Secretary shall make monthly reports to the Board.
10.03. Gifts and donations may be accepted by the Organization only and for the benefit of the Organization.
10.04. Any officer leaving the Executive Board for any reason, must turn over all books and records to the Executive Board immediately.
10.05. The books and records of the Organization must be kept for all members to see.
10.06. There will be a petty cash fund of fifty dollars (\$50) kept by the President.
10.07. No expenditures (expenses) shall be incurred on behalf of the Organization by any of its officers or members without a prior vote of the membership authorizing those expenditures (expenses). No expenses shall be reimbursed without legitimate receipts from the provider of the goods or services showing what was purchased, the amount spent and the date of purchase. If proper receipts are not presented for reimbursement, a vote of the membership shall be required to accept and approve the request for reimbursement. Exceptions: The only exceptions to this rule will be (1) the annual fee payment to the IL Secretary of State for the maintenance of the organization's status with the state as a non-profit public charity, and (2) the annual payment to the U.S. Post Office for the maintenance of the Organization's P.O. Box (198893).

## ARTICLE XI - Illness

11.01. A member suffering an illness requiring hospitalization or outpatient surgery is entitled to a $\$ 25.00$ benevolence offering from the Organization, finances permitting.

## ARTICLE XII - Bereavement

12.01. The Organization will make a $\$ 50.00$ donation to the family of a deceased member upon being informed of the member's transition.


[^0]:    5.02. SOBNO'S Executive Board also serves asthe Housing Board of $73^{\text {rd }}$ Street and Dobson Housing Corporation (Leigh-Johnson Courts).

