

BY LAWS

SWAN LAKE NEIGHBORHOOD ASSOCIATION

Article I - Name and Purpose

This organization will be named the "Swan Lake Area Neighborhood Association." The organization will strive to maintain, enhance and improve the quality of the neighborhood within the Swan Lake area and neighborhoods immediately adjacent to it.

Article II - Membership

The membership shall consist of all homeowners and renters living in the Swan Lake area. An area bounded by Peoria on the West, 21st street on the South, Utica on the East, and 15th Street on the North. Families residing outside of this stated area shall be admitted, as long as their objectives coincide with the objectives stated in Article I, upon a vote by the general membership.

Article III - Officers

Section 1 - Term of office

All officers shall be elected at a January meeting for this purpose, for a one-year term, with the option to serve another consecutive term upon vote of the membership.

Section 2 - Officers

- A. Officers shall consist of 1) President, 2) Vice-President, 3) Secretary and 4) Treasurer.
- B. The President shall 1) preside at all General Meetings and Executive Committee meetings. 2) Act as liaison in legal matters, and 3) be responsible for reporting significant activities to the general membership.
- C. The Vice-President shall 1) preside at meetings in the absence of the President.
- D. The Secretary shall be responsible for the records and correspondence of both the General and Executive Committee meetings.
- E. The Treasurer shall be responsible for all financial matters pertaining to the organization at the direction of the Executive Committee. The signature of both the Treasurer and another officer shall be required in order to authorize any disbursements from the Association bank account.

Article IV - Executive Committee

- A. The Executive Committee shall be composed of the President, other elected officers and committee chairpersons of the organization elected by the general membership at the January meeting, their terms to coincide with those of the officers. Suggested committees are as follows: Zoning, Historic Preservation, Editor, Events, Membership and Business.
- B. The Executive Committee shall meet only when the President or a member of the Executive Committee may feel it necessary to formulate policy or to expedite association business.

Article IV - Executive Committee (cont'd)

- C. The Executive Committee shall be responsible for formulating policy in accordance with the wishes of the general membership of the association.

Article V - Meetings

Section 1 - General Meetings

- A. General Meetings shall be held on a quarterly basis, and called at the discretion of the President or Executive Committee.
- B. Twenty-five (25) members of the association shall constitute a quorum for the transaction of association business.

Section 2 - Executive Committee Meetings

- A. The Executive Committee shall meet when necessary, and these meetings will be closed, except by invitation of a member of the Committee. Exception will be made if any of the membership of the association has a special interest in the meeting and has a view to express to the Committee.
- B. Five members of the Executive Committee shall constitute a quorum for the transaction of Executive Committee business.

Section 3 - Notice

Notice of all meetings shall be given in such manner as shall at the time be prescribed by the President.

Article VI - Amendment of Bylaws:

These Bylaws may be amended at any meeting by a majority vote of the members present, provided that notice of such proposed amendment shall have been previously given to the membership.

Article VII - Association Funds

The officers of the association, acting by authority of the officers as a committee or of the Executive Committee, shall have the power to disburse association funds in furtherance of association purpose and policy as set forth and governed herein, provided that no officer or the Executive Committee shall have authority to bind the association beyond twenty-five percent (25%) of association funds on hand and pledged and not previously committed. Any expenditure of more than twenty-five percent of the funds on hand must be approved by a vote of the general membership.

Ratified June 29, 1983
General Membership Meeting