

BYLAWS
NORTH LANCASTER NEIGHBORHOOD ASSOCIATION
August 1990

ARTICLE I NAME

The name of this organization shall be the North Lancaster Neighborhood Association.

ARTICLE II AREA

The North Lancaster Neighborhood Association shall encompass the area within the city limits bounded by the center line of I-5, Cordon Road NE, Silverton Road NE, and Sunnyview Road NE.

ARTICLE III PURPOSE

The North Lancaster Neighborhood Association will be advisory to the Planning Commission, other City Boards and Commissions and the City Council on matters affecting the growth and development of the neighborhood. Such advisory communication may involve neighborhood plans and proposals with respect to land use, zoning, parks, open space and recreation, housing, school and community facilities, transportation and traffic and other factors affecting the livability, social, and economic aspects of the above described neighborhood.

ARTICLE IV MEMBERSHIP

- Section 1. The general membership consists of the residents, property owners, and persons engaged in business in this neighborhood.
- Section 2. There shall be no voting by proxy. Each member shall be entitled to one vote at annual or general meetings. Executive Board members are entitled to one vote at each Executive Board meeting.

ARTICLE V THE EXECUTIVE BOARD

- Section 1. The Executive Board shall consist of twelve (12) persons who are geographically representative of the neighborhood.
- Section 2. Executive Board members shall be elected by a majority of those in attendance at a general membership meeting held annually.
- Section 3. Executive Board members shall serve a one-year term.

Section 4. Whenever a vacancy occurs in the Executive Board, such vacancy shall be filled by majority vote at the next Executive Board meeting. A member of the Executive Board, who shall absent himself/herself from four consecutive meetings, regular or specially called, shall be considered to have vacated his/her place.

ARTICLE VI DUTIES OF THE EXECUTIVE BOARD

Section 1. The Executive Board can hold a periodic general membership meeting and shall hold an Annual Meeting.

Section 2. The Executive Board shall conduct business and take such action as may be necessary to accomplish the purpose of the association at their Executive Board meetings.

Section 3. A majority of the Executive Board members shall constitute a quorum for the transaction of business.

Section 4. Special meetings of the Executive Board, for any purpose or purposes, may be called by the Chairperson, or if absent, by the Vice Chairperson or by the Secretary/Treasurer. Notice of the time and place of any special Executive Board meeting shall be given to each Board member, either personally or by mail, at least three (3) days prior to such meeting. Notice shall state the purpose of the meeting.

ARTICLE VII OFFICERS

Section 1. The officers shall consist of a Chairperson, Vice Chairperson, and Secretary/Treasurer.

Section 2. The officers shall be elected by the membership of the Executive Board at the first meeting held following the meeting specified in Article V, Section 2. The meeting shall be called by the outgoing Chairperson.

Section 3. Officers shall serve for a one-year term.

Section 4. If the Chairperson resigns, the Vice Chairperson shall become the Chairperson. If there is a vacancy in the office of Vice Chairperson, or Secretary/Treasurer, it shall be filled by a majority vote of the Executive Board.

ARTICLE VIII DUTIES OF THE OFFICERS

- Section 1. Chairperson. The Chairperson shall have general supervisory and directional powers of the activities of the Executive Board and the Association, shall preside at all meetings of the Executive Board and general membership, and shall be ex-officio member of all committees.
- Section 2. Vice Chairperson. In the absence of the Chairperson the Vice Chairperson shall execute all the powers of the Chairperson.
- Section 3. Secretary/Treasurer. The Secretary/Treasurer shall record the minutes of all membership and Executive Board meetings and provide the executive board with copies of said minutes, retain a copy for the neighborhood files, and file one copy with the Department of Community Development. The Secretary/Treasurer shall also maintain the financial records of the association and be accountable for the funds of North Lancaster Neighborhood Association.

ARTICLE IX COMMITTEES

- Section 1. In order to carry out the work of the Association, committees (i.e., land use, transportation, crimewatch, parks, etc.) may be created by a majority vote of the Executive Board.
- Section 2. Committee membership shall consist of all those association members interested in serving on a particular committee.
- Section 3. Each committee shall elect its own chairperson and secretary.
- Section 4. The secretary of each committee shall present a written copy of the minutes of the committee meetings to the committee chairperson who shall file the written copy with the Executive Board Secretary and with the Department of Community Development.

ARTICLE X AMENDMENTS

These bylaws may be repealed or amended or new bylaws may be adopted by a majority vote at any general membership meeting. Written notice of the meeting and of the proposed bylaw changes shall be forwarded to all members at least ten (10) days prior to the meeting.