

By-Laws
Kingshighway Hills Neighborhood Association

Revised November 2, 2001

ARTICLE I

Name:

The name of this organization shall be: The Kingshighway Hills Neighborhood Association.

ARTICLE II

Area:

The area of operation of the Kingshighway Hills Neighborhood Association shall be bounded by the West side of Kingshighway to the East side of Macklind and from the South side of Fyler to the North side of Chippewa.

ARTICLE III

Definition:

It shall be known that this organization is non-political and non-segregational.

ARTICLE IV

Purpose:

It shall be:

- A. to provide an effective means through which people in the area can work together to maintain and improve the living standards and the social conditions of the neighborhood.
- B. to serve as a means of communication:
 - I. between the various groups and persons that make up our neighborhood

2. between our neighborhood and other existing civic groups, and
 3. between our neighborhood and official governmental agencies
- C. To encourage any suitable proper action or legislation at any time for the maintenance and improvement of our neighborhood and for the general welfare of this neighborhood and the larger community of which it is a part.

ARTICLE V

Membership:

- A. Any individual 18 years of age or older residing or owning property within the boundaries stated in Article II and having paid their dues, is eligible for membership and is entitled to one vote. Individual may be a board member and/or hold office.
- B. Any organization, agency, church or business whose center of operation lies in the boundaries stated in Article II and having paid their dues is eligible for membership and each body is entitled to one vote. Organizational membership shall be in the name of one individual.
- C. Individuals who live outside the boundaries and have paid dues cannot be a board member but can be active in the association and serve as a committee member.

ARTICLE VI

Officers:

- A. The officers shall consist of a President, Vice-President, Secretary and Treasurer.
 1. The President of the association will be chairman of the Board of Directors.

2. The Vice-president shall act as President in the absence of the President and perform such other functions as may be assigned by the Board of Directors.

In the absense of the President and Vice-President, the secretary will perform such other functions as may be assigned by the Board of Directors. If the Secretary is not available the Treasurer will perform such other functions as may be assigned by the Board of Directors. If all officers are not available, the Board member with the longest seniority will act in their absenses.

3. The Secretary shall issue all formal notices of the meetings of the Association, record minutes of the meetings, and write the correspondence for the Association.
4. The Treasurer shall have charge of the receipts and disbursements of the Association.

B. The Board of Directors shall consist of the four officers, eight directors nominated by the nominating committee and elected by the Association at a regular meeting, and an Honorary Director consisting of the retiring President of the Association.

1. The elected Directors shall serve for a period of three years, to be elected on a rotating basis, so that terms of four members would expire every third year, and with the terms of two members expiring in each of the following two years.
2. The honorary Director shall serve for one year from the date of his retirement from the office of President.
3. A quorum of the Board of Directors shall consist of six (6) of the members.

C. All elected officers shall serve for a period of three years or until their successors are elected. The election shall be staggered with the election

of the President and the Secretary in one year and the Vice-president and Treasurer in the next.

- D. Vacancies in elected officers shall be filled by appointment of the President with the approval of the Board of Directors.

ARTICLE VII

Nominating Committee:

- A. A nominating committee shall be composed of the Board of Directors and any member in good standing.
- B. The nominating committee will present their nominees at the April meeting, at which time nominations will also be in order from the floor with the consent of that person, or having obtained the consent of that person.
- C. All members of the general body in good standing shall be eligible for election.

ARTICLE VIII

Meetings:

- A. The annual election meeting shall be held at such time and place during the month of May on the third Thursday as the Board of Directors shall designate.
- B. Meetings of the general body shall be held during the months of the third Thursday in March, April, September, October, November. There will be no meetings in January, February, June and July. Other meetings may be called at the discretion of the President and/or by the Board of Directors.
- C. At any meeting of the general body, fifteen members shall constitute a

quorum.

- D. Fiscal year will be from September 1 to August 31st.

ARTICLE IX

Expenditures and Finances:

- A. An annual budget shall be prepared by the Board of Directors.
- B. The Board of Directors shall also be responsible for setting the policy for raising financial resources sufficient to meet the budget needs.
- C. All payment for expenses authorized in the budget shall be made by the Treasurer and /or the President.
- D. Any expenditures in the excess of \$35.00 must be approved by the Board of Directors at a regular Board Meeting.
- E. Membership dues shall be \$7.00 per person, maximum of \$12.00 per annum per household and \$25.00 for businesses or organizations.

ARTICLE X

Committees:

All committees shall be appointed as determined by the Board of Directors.

ARTICLE XI

By-laws:

The By-laws may be amended by a two-thirds vote of the members present at a general meeting.

Amendments may be proposed by individual members and must be submitted to the Board of Directors at their regular meeting. After recommendation by the two-thirds members of the Board, it will be voted upon at the next general meeting.