

**Bylaws for the Fisher's Creek Neighborhood Association**  
**June 2002 Adopted**  
**November 2007 Amended**

**Name-** Fisher's Creek Neighborhood Association (FCNA)

**Boundaries-**

North - 34th street  
West - 174th Avenue  
South - 44th Street (quarry boundary beyond)  
East - 192nd Avenue

**Purpose-** The FCNA is a permanent organization to promote, preserve and protect the quality of life within the boundaries of the neighborhood and the community in general. The FCNA will represent this neighborhood to the City of Vancouver on general neighborhood issues. The FCNA will not enforce current codes, covenants, and restrictions in force within the neighborhood association boundaries.

**Membership-** Membership of the FCNA is open to all residents, all homeowners, one representative of each business and/or non-profit organization within the neighborhood boundaries.

**Conduct of Membership-**At any time in the public's eye, any member of the FCNA will:

- a) Act as a representative of the FCNA only if directed by the Association.
- b) State clearly, in advance, whether an opinion or statement is his/her own or represents the FCNA.

**Officers of the Executive Board-** Officers of the FCNA shall be a chairperson, vice chairperson, secretary, treasurer and no more than 4 members at large.

- a) Chairperson- To act as the primary meeting coordinator and preside over all general meetings.
- b) Vice chairperson- To assist all duties and perform the function of chairperson in that person's absence.
- c) Secretary- To act in conjunction with the officers and keep minutes of all Association general meetings, and to prepare correspondence for the Association.
- d) Treasurer- Maintain the financial records for the association.
- e) Members at Large- Members at Large will serve as members of the executive board. The Members at Large are neighborhood association members elected to serve on the Executive Board representing the general membership on a variety of issues.

**Voting-** To be a voting member, resident must be 18 years of age or older. Each business or non-profit organization within the boundaries of the Neighborhood Association may designate one (1) person to be a voting member and that person must be 18 years or older. [Note: Developers and or owners of unimproved land/lots held for resale and/or development, within the Neighborhood Association boundaries are considered a business and therefore only eligible for one vote regardless of the amount of lots owned.] Voting may be by voice, show of hands or by secret ballot, as decided by the members in advance of voting. Written proxies will also be honored if the participant states their

home address, signs and dates the document and designates a voter for his proxy. That designated voter must be present at the meeting to participate. Absentee ballots may be prearranged with a Board member and submitted with a signature. Absentee ballots must be in a board members possession no later than 9:00 p.m. of the night before the meeting day. Anyone submitting an absentee ballot will be deemed present for voting purposes.

**Dissent-** Adequate time, and avenues for minority dissent and appeal of actions taken by the association must be provided by the FCNA. Matters may be addressed by using the Community Mediation Service, as provided by the City of Vancouver Office of Neighborhoods if both parties consent.

**Attendance-**Members will be asked to sign an Attendance Roster at every general meeting.

**Election of Officers-**Officers shall be elected annually from within the board, and take office at the first general meeting in May. Elections to fill vacant positions shall be held at the next called meeting, whenever such vacancies occur. For any elections that result in a tie vote, another vote will be taken immediately, and if there is another tie vote, then the election will be decided by the flip of a coin.

**Committees-** Special Committees to address specific issues or activities may be appointed by the Chairperson as necessary. All committees shall have chairpersons. Committee chairpersons shall serve on the Executive Board during the duration of their service as committee members.

**Meetings-** The Executive Board shall meet as necessary. A general meeting shall be held not less than once each year, but other meetings may be called by the Executive board as necessary. An agenda will be published any time a meeting is called. All decisions must be reached by a majority vote. A quorum is reached when 10 or more votes represented by persons attending, by written proxy or signed absentee ballot.

**By Law amendments-** These bylaws may be amended at any general meeting by a majority vote of the attending or written proxy of the voting membership. The proposed amendments must be submitted in writing to the Executive Board no less than thirty (30) days prior to the next general meeting.

**Newsletter-** Newsletter Editor shall be appointed by the Executive Board. The newsletter will be published no less than twice a year, and contents will be reviewed and approved by the Board before publication.

**Dissolution of Association-** The FCNA may dissolve itself by taking a vote in the same fashion as any issue is decided. Any remaining NA funds will be donated to the City of Vancouver, Office of Neighborhoods after association debts are paid.

**Funding-** No dues will be required of members. Voluntary contributions, contracts, grants or fund raising activities may be used for the FCNA as desired. Customary basic operating expenditures will require approval by the majority of the sitting Executive Board.

Approved by majority vote dated \_\_\_\_\_

Chairperson's signature \_\_\_\_\_