

BYLAWS FOR THE WEST MINNEHAHA NEIGHBORHOOD ASSOCIATION

NAME

The neighborhood named in the below boundaries will be called West Minnehaha.

PURPOSE

The West Minnehaha Neighborhood Association is established by the residents of the West Minnehaha area in order to unite the common interest and promote the welfare of the neighborhood and its residents. The neighborhood association exists to facilitate the exchange of information between association members and the city, promote livability within our neighborhood and enhance the sense of community in general.

BOUNDARIES

The boundaries of the West Minnehaha Association are between these locations:

City limits on the East, West, and the North, Highway 500 on the South.

MEMBERSHIP

The membership of the West Minnehaha Neighborhood Association is open to all residents and property owners, within the boundaries of this neighborhood. This Association shall not endorse any political candidates.

VOTING

Each member of the association who is 18 years of age or older is entitled to one vote. Proxies allowed only if they contain the member's name, address and their signature.

OFFICERS

The officers of the West Minnehaha Neighborhood Association shall preside over all meetings, planning sessions, and activities for the Neighborhood Association. The duties of each officer shall be, but not limited to the following:

Chairperson: Act as the primary executive officer and preside over all deliberations and activities of the Neighborhood Association, be the official spokesperson for the association.

Vice Chair: Assist the chair in all duties and perform the functions of the chair in his/her absence. Also serve as a spokesperson for the association.

Secretary: Act in conjunction with the other officers, keep the minutes of all the meetings. Also serve as a spokesperson for the association.

Treasurer: Act in conjunction with the other officers, maintain the financial records for the association. Also serve as spokesperson for the association.

EXECUTIVE OFFICERS

Members of the Executive Board will include the officers and the committee chairpersons, who will notify members of the meetings and activities in advance. All officers with the exception of one property owner must reside within the boundaries of the neighborhood.

ELECTION OF OFFICERS

Officers shall be elected annually in May. Officers are limited to four consecutive terms. Election to fill vacant positions shall be held whenever such vacancies occur.

COMMITTEES

Special committees to handle specific concerns may be appointed by the chairperson as necessary.

MEETINGS

The Executive Board of the neighborhood association must meet not less than once a year to discuss neighborhood business. Prior notification of all meetings will be issued by flyers, internet, newspaper or newsletter.

All decisions made by the Executive Board must be confirmed by a meeting of the membership. All meetings of membership must be held not less than once a year, but emergency meetings may be called by the Executive Board. All decisions must be reached by a majority vote of the membership attending the meeting and by proxy, provided it represents a quorum. (A quorum is defined as a minimum of five members, two of which must be members of the Executive Board.)

All questions and procedure shall be in accordance with the Revised Robert's Rules of Order when not covered by the bylaws.

As amended at the general membership meeting of September 14, 2011.

Co-Chair

Vice Chair

Co-Chair

Secretary

Treasurer