

BYLAWS FOR THE  
EVERGREEN HIGHLANDS NEIGHBORHOOD ASSOCIATION

**I. PURPOSE**

The Evergreen Highlands Neighborhood Association (Association) is established by the residents of the Evergreen Highland neighborhood in order to unite the common interests and promote the welfare of the neighborhood and its residents. The Evergreen Highlands Neighborhood Association shall concern itself with a variety of community issues and problems, including but not limited to matters affecting the quality of life in the neighborhood or the community in general.

**II. BOUNDARIES**

The boundaries of the Evergreen Highlands Neighborhood Association are as follows: State Highway 14 on the South, McArthur Boulevard on the North, Andresen Road on the East, and Devine Road on the East. Changes in the boundaries are subject to the approval of the Association. Disputes shall be arbitrated by persons mutually selected by the contestant parties.

**III. MEMBERSHIP**

The membership of the Association is open to all residents, property owners, business licensees, and non-profit organizations within the boundaries of the neighborhood as outlined in Section II.

**IV. VOTING**

All members eighteen (18) years and older who reside in the Evergreen Highlands Neighborhood are entitled to vote on all matters brought before the Association. No proxies shall be permitted. Absentee balloting will be conducted as appropriate. Voting shall be by voice or secret written ballot as may be determined by the membership in advance of voting.

**V. OFFICERS**

The officers of the Evergreen Highlands Neighborhood Association shall be the Chair or Co-Chairs as circumstances may dictate, Vice Chair, and Secretary/Treasurer. (In the event co-chairs are elected, the position of Vice-Chair may remain vacant). The officers shall preside over all meetings, planning sessions and activities of the Association. The duties of the officers shall include, but not be limited to, the following:

**Chair/Co-Chairs:** Act as the primary executive officer and preside over all deliberations and activities of the Association. The Chair/Co-Chairs or their designated alternates shall be the official spokesperson(s) of the Association.

**Vice-Chair:** Shall act in the absence of the Chair/Co-Chairs and perform such other duties as required.

**Secretary/Treasurer:** Shall act in conjunction with the other officers; keep the minutes of all Association and Executive Board meetings; maintain the financial records of the Association.

All officers must reside within the Evergreen Highlands Neighborhood.

## **VI. EXECUTIVE BOARD**

The Executive Board shall be composed of the Officers of the Association and Committee Chairs/Co-Chairs. The Executive Board may act on behalf of the Association as necessary and meet as required to conduct the activities of the Association. All decisions made by the Executive Board are subject to confirmation at a meeting of the general membership.

## **VII. ELECTION OF OFFICERS**

*Neighborhood Officers (Chair or Co-Chairs, Vice Chair, and Treasurer/Secretary) may stay in office as long as they wish. A vote by the membership at a General Meeting would be held if there is a challenger for any position or the officer no longer wishes to serve. (Passed 5 August 2014)* Elections to fill vacant positions shall occur whenever a vacancy exists.

## **VIII. COMMITTEES**

Special committees to address specific concerns, issues, or activities may be appointed by the Chair/Co-Chairs as necessary. All Committees shall have Chairs or Co-Chairs. Special Committee Chairs and/or Co-Chairs shall serve on the Executive Board during the duration of their service as committee chairs.

## **IX. MEETINGS**

The Executive Board shall meet as necessary. A general meeting of the membership shall be held *at the Annual Picnic* (Passed 5 August 2014), but other meetings of the membership may be called by the Executive Board as necessary. An agenda shall be published any time a meeting is announced. All decisions must be reached by majority vote. A minimum of 20 voting members of the Association and two officers shall constitute a quorum. Robert's Rules

of Order shall serve as the basis of conduct for all meetings and to settle procedural disputes. The official report of all decisions shall record both majority and minority concerns.

#### **X. FUNDING**

Voluntary dues, contributions, contracts, grants, subscriptions or fundraising activities may be used by the Association as desired. Membership dues shall not bar any resident from membership or voting.

#### **XI. DISSENT**

Adequate time and avenues for minority dissent and appeal of actions taken by the Association must be provided by the Executive Board of the Association. All questions may be arbitrated by mutually acceptable a third party committee or by the staff of the City of Vancouver.

#### **XII. DISSOLUTION**

The association may dissolve itself by taking a vote in the same fashion as any issue to be decided.

Adopted this 8<sup>th</sup> day of September' 1992

Amended this 5<sup>th</sup> day of August 2014

Amended this 14<sup>th</sup> day of May 2020