

HHNA Wants YOU!!

Positions open for Neighborhood Association Officers

Meeting Agenda

April 12, 2023

6:30 to 7:30 p.m.

- Welcome Meet/Greet
- New Officer Election Topic
- Discuss Best Time for Meetings
- Newsletter Distribution Volunteers

*Can you distribute in your neighborhood?

HHNA emails

Chairperson

hhna.chair@gmail.com

Neighborhood questions, concerns, or notify HHNA of your candidacy

Newsletter

hhna.newsletter@gmail.com

Notify HHNA on how you'd like to receive the newsletter or to

*sign up to help distribute in the neighborhood

Descriptions of the HHNA Officer Positions

(Homeowners and renters encouraged to apply)

The officers shall preside over all HHNA meetings, planning sessions and activities. The duties of the officers shall include, but not be limited to, the following:

- **Chairperson**: Act as the primary executive officer and preside over all deliberations and activities of the Association. The Chair, Co-Chair, or their designated alternatives shall be the official spokesperson(s) of the Association.
- **Co-Chairperson**: Shall assist the Chairperson in all duties and perform the functions of the Chair during their absence, and perform other duties as required.
- **Secretary/Treasurer**: Shall act in conjunction with the other officers; keep minutes of all Association and Executive Board meetings; notify members of meetings and activities in advance; and maintain the financial records of the Association.
- **Newsletter Editor**: Shall act in conjunction with the other officers; be responsible for the newsletter content, including editing articles and maintaining the newsletter within city guidelines.

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Save the Date!

Harney Heights Neighborhood Meeting

**Wednesday, April 12, 2023
6:30 to 7:30 p.m.**

Martin Luther King Jr. Elementary School
Commons Area #132
4801 Idaho Street
Vancouver, WA 98661

Light refreshments will be provided

Follow-up meeting for Elections
Wednesday, May 3



Office of Neighborhoods
PO Box 1995 | Vancouver, WA 98668-1995

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