

Maplewood

BYLAWS NEIGHBORHOOD ASSOCIATION

I. PURPOSE

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

II. BOUNDARIES

The boundaries of Maplewood Neighborhood Association are as follows:

On the North: Fourth Plain Blvd; On the West: Waterworks Park; On the South: the back-sides of the properties fronting on E. 20th Street, the intersection of Z Street & 19th Street, 19th Street, and Grand Blvd north of 16th Street, Then Grand to E. 15th Street to Brandt Rd, both sides of E. 16th Street to the Thunderbird Apts.; On the East, Thunderbird Apts. to the Bonneville Power Administration power lines

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

Each person 18 years and older who is entitled to membership may cast one (1) vote. Each business and or non-profit location is allowed one (1) vote. Voting may be by voice vote or secret ballot as decided by the membership prior to the election or question. Election of officers must be by secret ballot except when unopposed. No proxy votes will be taken.

V. OFFICERS

The officers of the Maplewood Neighborhood Association shall be the Chairperson, Co-Chairperson(s), Secretary/Treasurer and Newsletter Editor. 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:

- 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; maintain meeting sign-in sheets; 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.

VI. EXECUTIVE BOARD

The Executive Board shall be composed of all the officers of the Association. The Executive Board may act on behalf of the Association as necessary and meet as required to conduct the activities of the Association.

VII. ELECTION OF OFFICERS

Officers shall be elected annually at the September Association meeting. Officers shall be limited to two (2) consecutive terms of service in a particular position and a total of four (4) consecutive terms of service on the Executive Board. Additional terms shall be allowed if there are no additional candidates for such officer. 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 or a Co-Chair as necessary. All committees shall have Chairs or Co-Chairs.

IX. MEETINGS

A general meeting of the membership shall be held not less than six (6) times annually, but the Executive Board as necessary may call other meetings of the membership. Special meetings may be called by the Executive Board on 24 hours notice by contacting by email, telephone or hand delivered flyer those who have been asked for notice of special meetings.

"Robert's Rules of Order" will apply in all areas, which are not specifically covered in the bylaws; the newest available edition shall be used for reference.

The official minutes of any association meeting will reflect both the majority and minority concerns. All decisions must be reached by a majority vote.

The Executive Board shall meet as necessary.

X. QUORUM

A quorum is reached when attendance consists of at least ~~ten (10)~~ ^{eight (8)} voting members of the Association.

XI. 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. Customary basic operating expenditures require only consensus of Officers. Any expenditure over fifty dollars (\$50) shall be approved by the voting membership. Any expenditure under fifty dollars (\$50) must be reported at the next membership meeting.

Sharon A. Dutz
Chair person
9-15-2016

XII. DISSENT

The Executive Board of the Association must provide adequate time and avenues for minority dissent and appeal of actions taken by the Association. All questions may be arbitrated by a mutually acceptable party or committee selected by the membership of the Association.

XIII. AMENDMENTS

The bylaws may be amended at any general meeting by a two-thirds (2/3) vote, the proposed amendments having been submitted in writing and read to the membership at a general meeting at least one week before being voted on.

XIV. DISSOLUTION

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

Adopted by the following vote:

Ayes: 19
Nays: 0

Signed this May day of 17, 2012

Chairperson: *Cynthia J. Jones*

Co-Chair: *[Signature]*

Newsletter Editor
Co-Chair: *Robert F. Steley*

Secretary/Treasurer: *Barbara L. Price*