

**Mountain View  
Neighborhood Association bylaws**

I. NAME

The name of this association shall be called the Mountain View Neighborhood Association.

II. OBJECT

The Mountain View Neighborhood Association is established by the residents of the neighborhood in order to unite the common interest and promote the welfare of the neighborhood and its residents. The neighborhood association shall concern itself with a variety of issues including, but not limited to, matters affecting livability and quality of the neighborhood and the community in general.

III. BOUNDARIES

NORTH BOUNDARY – S.E. Mill Plain Blvd. (south side)

SOUTH BOUNDARY – McGillivray Blvd. (north side)

EAST BOUNDARY – S.E. Parkcrest/Blairmont Drive (west side), excluding 152<sup>nd</sup> Court, 16<sup>th</sup> Court and the residences on the west side of Parkcrest Drive up to the south side of 7<sup>th</sup> Street.

WEST BOUNDARY – S.E. 136<sup>th</sup> (east side)

IV. MEMBERSHIP

The membership of the Mountain View Neighborhood Association is open to all residents, property owners, managers or multifamily dwellings, licensed businesses and non-profit organizations within the boundaries of this neighborhood.

V. OFFICERS

The officers of the Mountain View Neighborhood Association shall be a chairperson, vice-chairperson, secretary, treasurer, newsletter editor, and newsletter distributor. The chairperson, vice-chairperson, secretary, and treasurer shall preside over all meetings, planning sessions and activities of the neighborhood association. One person may fulfill more than one position. One position may also be split between two people.

Chairperson: Shall preside over all meetings and activities of the neighborhood association and be the official spokesperson for the association on topics vetted by the residents.

Vice-Chairperson: Shall assist the Chairperson in all duties and perform the functions of the Chairperson in their absence and also serve as a spokesperson for the association on topics vetted by the residents.

Secretary: Shall keep the minutes of the association's public and executive meetings, legal records and notify members of meetings. Shall be responsible for official MVNA online media postings.

Treasurer: Shall maintain the financial records of the association. Shall have custody of all MVNA funds. Shall present detailed report at board and resident meetings. Shall have prior resident approval for expenditures over \$100.

Newsletter editor: Act in conjunction with the officers, responsible for the production of the newsletter. Newsletter contents will be reviewed and approved by the officers prior to publication.

Newsletter Distributor: Responsible to collect the newsletter from print shop and work with other volunteers to distribute the newsletter to residents in a timely fashion.

## VI. ELECTION OF OFFICERS

Officers shall be elected annually at the spring meeting to serve commencing with the summer term. Elections to refill vacant positions shall occur whenever such vacancies occur.

## VII. COMMITTEES

Special committees to handle specific concerns may be appointed by the chairperson as necessary. All committees shall have a Chairperson. Committee Chairpersons shall attend officer meetings during the durations of the special committees existence. Committee Chairpersons are not voting members at board meetings.

## VIII. MEETINGS

The board shall meet as needed to discuss neighborhood business. The board shall meet not less than once every six months. Meetings are open to any association member; however, only board members shall have voting privileges at the board meeting. All decisions made by the board must be confirmed by a meeting of the general membership. A general meeting of all the membership shall be held not less than once per year. Emergency meetings may be called by the board as needed. All decisions must be reached by majority vote of the membership attending the general meeting providing quorum is present. The official report of all decisions must record both majority and minority concerns. Meetings may be recorded for record keeping purposes. Members will be asked to sign an Attendance Roster at every General Meeting.

## IX. QUORUM

A quorum shall be reached when attendance of the voting membership is greater than %50 of the average voting members attendance of the last two general meetings. And at least two officers are present.

## X. VOTING

1. All members 18 years and older are entitled to one vote. No proxies.
2. Attendees residing outside the neighborhood boundaries may take part in all debate but are not allowed to vote.
3. Voting may be by voice vote or secret ballot as decided by the membership prior to the election. Absentee votes will be accepted, as a written letter, prior to the scheduled meeting by the Chairperson provided there is an emergency situation.
4. Each business licensee and each non-profit organization shall have one vote.

## XI. FUNDING

Membership fees shall not be collected. Voluntary contributions, contracts, grants, subscriptions or fundraising activities may be used by the neighborhood association as directed by the membership.

The Mountain View Neighborhood Association bylaws were adopted on Wednesday, November 17, 1999 by vote of the general membership.

The Mountain View Neighborhood Association bylaws were revised on 23 September 2014