

# **By laws of the Wildwood Neighborhood Association**

## **I. Purpose**

The Wildwood Neighborhood Association (hereafter referred to as “WNA”) is established by the residents of the designated neighborhood (see section II) in order to protect and promote the common interests and welfare of its residents and property owners. The WNA shall concern itself with a variety of neighborhood issues and projects including but not limited to matters affecting the quality of life in the neighborhood and/or the Vancouver community in general. The WNA will look to a variety of government organizations, voluntary organizations, businesses, residents and philanthropy for support in achieving approved neighborhood goals and activities. The WNA will encourage and facilitate the management of neighborhood Crime Watch programs. The WNA will strive to promote improved livability and “sense of community” with respect to common neighborhood values, culture, and history.

This neighborhood association is created pursuant to chapter 2.76 of the Vancouver City Code. These by-laws shall, wherever possible, be construed consistent with chapter 2.76. Nothing in these by-laws is intended to be inconsistent with chapter 2.76.

## **II. Boundaries**

South of Riveridge Drive/SE 19<sup>th</sup> St.(excluding Biddlewood Park)  
North of Hwy 14  
East of I-205  
West of Talton (Including houses on the west side of Talton).

## **III. Membership**

All residents and real property owners who are located within the boundaries of the neighborhood as outlined in Section II are members of the association.

## **IV. Voting**

All members of the Association eighteen (18) years and older who reside in the Wildwood Neighborhood are entitled to vote on all matters in the Neighborhood Meetings. In the event that a single parcel of real property is resided by more than one individual (husband and wife, etc.) each resident up to a maximum of two (2) votes per household shall be entitled to vote. Absentee votes will be accepted in writing only and must be submitted to a Board Officer prior to a Neighborhood Meeting. Any members residing outside the neighborhood boundaries may take part

in all debate but are not allowed to vote. Voting may be by voice, hand, secret ballot, or any other method as decided by the membership in advance of the voting. A Neighborhood Meeting quorum is reached when eight (8) members are present.

## V. Election of Officers

All voting WNA members who presently reside within the boundary of the Wildwood Neighborhood are eligible for elected office. Individual candidates shall be nominated. Any member may nominate one or more eligible members for election to the Board. Submissions by members may be made either by submitting the nominee's name to a board member in advance of the meeting called for the purpose of electing the Executive Board members or by nominating the nominee from the floor at the designated meeting. Officers shall be elected by a vote of the majority of those members present at the annual Fall Neighborhood Meeting.

## VI. Officer Duties

Officers shall preside over meetings, planning sessions, and activities of the WNA Executive Board.

- o **Chairperson/Co-Chairs:** Act as the primary executive officer(s) and preside over all deliberations and activities of the association. The Chairperson(s) or their designee shall be the official spokesperson(s) for the WNA and will act as a liaison to city officials.
- o **Vice-Chair:** Shall act in the absence of the Chair/Co-Chair and perform such other duties as required. In the event that Co-Chairs are elected, the position of Vice-Chair may remain vacant.
- o **Secretary:** Shall act in conjunction with the other officers, keep minutes of all association and executive board meetings, and notify membership of meetings and activities in advance.
- o **Treasurer:** (the position of Secretary and Treasurer may be combined). Treasurer shall act in conjunction with the other WNA officers and maintain the financial records of the Association
- o **Communications Chair:** Coordinate WNA communications using newsletters, web site, e-mail, flyers, phone trees, etc...

## VII. Executive Board

Membership of the Executive Board will include the WNA Officers and the appointed committee chairpersons. The board shall be a minimum of five (5) members and may contain committee chairpersons appointed to handle WNA special concerns and projects. All decisions must be reached by a majority vote.

## VIII. Committees

Special committees may be appointed by the Executive Board. Chairpersons of special committees will be approved by majority vote of the Executive Board. Chairpersons of special committees shall serve on the Executive Board during the duration of the committee service.

## **IX. Meetings**

The Executive Board shall meet quarterly. Neighborhood Meetings will be held twice per year or more often as determined necessary by the Executive Board. Notices of all Neighborhood Meetings shall be made by flyer no later than three calendar days prior to the meeting. The agenda will be published. Agenda items need to be submitted to any sitting Board member prior to the general neighborhood meeting. Agenda items may be added at a Neighborhood Meeting by motion and approval of the majority of the members present. The Board will encourage and accommodate community input and involvement regarding neighborhood agenda issues.

## **X. Funding**

Voluntary dues, contributions, grants, subscriptions or fund raising activities may be used by the association as funding sources. Membership dues shall not bar any resident/property owner from membership or voting. Customary basic operation expenditures: two executive board members must approve all transfers, expenditures, and use of funds from the WNA treasury. The approving board members must be from separate households, and not related in any personal or professional way. Any expenditure over two-hundred-fifty (250) dollars shall be approved by the voting membership in a Neighborhood Meeting.

## **XI. Amendments of By-Laws/Dissolution**

The By-Laws may be amended by a two-thirds (2/3) majority vote of those voting members present at a Neighborhood Meeting. Members will be notified by flyer and [www.Nextdoor.com](http://www.Nextdoor.com) that by-law amendments are part of the agenda. The WNA may dissolve itself by taking a vote in the same fashion as any other issue to be decided.

These by-laws were adopted by majority vote on 21st day of August, 2000.

These by-laws were amended by a 2/3 majority vote on the 18th day of June, 2014.

These by-laws were adopted as amended by majority vote on the 18th day of March 2015.

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Shane Gardner, Chairman

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Mark Moors, Vice Chairman