

BYLAWS FOR WOODLAND MEADOWS NEIGHBORHOOD ASSOCIATION

I. NAME

The name of this association shall be called the Woodland Meadows Neighborhood Association.

II. OBJECT

The Woodland Meadows Neighborhood 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 Neighborhood Association shall concern itself with a variety of issues and concerns including, but not limited to, matters affecting livability and quality of the neighborhood and the community in general.

III. BOUNDARIES

North Boundary: North boundary of the 5th Plain Creek Station subdivision Phase 1 and 2

South Boundary: The north line of Fourth Plain Blvd., between the west line of NE 152nd Avenue and the east line of NE 156th Avenue

East Boundary: The east line of 5th Plain Creek Station subdivision Phase 2 and the east line of NE 156th Avenue

West Boundary: The west boundary of 5th Plain Creek Station subdivision Phase 1, and then at the north line of NE 70th Street transitioning to the west line of NE 152nd Avenue

IV. MEMBERSHIP

Membership in the Woodland Meadows Neighborhood Association is open to all residents, property owners, business licensees, and non-profit organizations within the Neighborhood Association boundaries as defined in Article III. All members of the neighborhood association may actively participate in neighborhood events, activities and meetings exercising voting rights pursuant to the bylaws, without regard to race, national origin, religion, sex or physical ability

V. OFFICERS

The officers of Woodland Meadows Neighborhood Association shall preside over all meetings, planning sessions and activities of the Neighborhood Association. The duties of each officer shall be, but are not limited to, the following:

Chair: Act as the primary executive officer and preside over all meetings, deliberations, and activities of the neighborhood association, prepare agendas for executive and membership meetings and be the official spokesperson for the association.

Vice Chair: Assist the chair in all duties and perform the functions of the chair in his/her absence and also serve as spokesperson for the association.

Secretary: Act in conjunction with the officers, keep minutes of the association's public and executive meetings, notify members of meetings and activities in advance, and preserve communications with the other Neighborhood Associations and the City of Vancouver. The Secretary will also serve as a spokesperson for the association.

Treasurer: Maintain the financial records of the association, manage any and all banking for the association, and prepare periodic reports of financial matters to present to the Board at all neighborhood meetings. The Treasurer will also serve as spokesperson for the association.

The Board may, at its discretion, appoint liaison(s) from the 5th Plain Creek Homeowners Associations within the Woodland Meadows Neighborhood Association boundaries. This HOA liaison(s) will either be Board members or be Board-appointed members of their respective Homeowners Association(s) and will serve both Associations. The purpose of the liaison is to keep consistency and cohesiveness between the two organizations.. The term for appointment will be determined by the board. At inception, a HOA liaison(s) will voluntarily attend.

In the future, the board reserves the right to add a Committee's Chair.

VI. ELECTION OF OFFICERS

Officers shall be elected annually at a general membership meeting held in the month of October. Officers must be Members of the Association. Officers will be elected for a two year term. The only exception to this two year term is the first election, where Vice-Chair and Treasurer will serve a one year term for the 2023-24 season, with another election for the 2024-25 season to occur in 2024. Vice-Chair and Treasurer are elected in even years and President and Secretary are elected in odd years. Elections to refill vacant positions shall occur whenever such vacancies occur.

VII. MEETINGS

The Board of the Neighborhood Association will meet at least four times a year, or more, if deemed necessary, to discuss neighborhood business. General meetings for all members shall be convened as determined necessary by the Board, meeting a minimum of twice per year. All decisions made by the Board must be confirmed by a meeting of the general membership.

VIII. VOTING

All members 18 years old and older are entitled to one vote. No proxies. Votes are to be done in person, and will be obtained, but not limited to, secret ballot or hand raise. The exact method of voting will be determined at each meeting. Decisions will be made by majority rules as long as quorum is met. (as long as 5 members are present, 2 being board members). All decisions must be reached by majority vote of the membership attending the general meeting.

IX. COMMITTEES

The Board of the Neighborhood Association may call for committees to conduct a particular task or tasks. These committees may be a one time commitment or may be an on-going commitment. One board member will be accountable for each committee, and that committee will report to said Board Member. Some examples of committees are: Clean Up, Traffic & Parking, Neighborhood Watch, etc.

In the future, the board may consider making a Committee Chair a member of the Board (See Section V).

X. Funding

There will be no membership fees, and shall not bar any resident from neighborhood association membership or voting privileges. Voluntary dues, contributions, contracts, grants, subscriptions, or fund raising activities may be used by the neighborhood association as desired. Association funds shall be kept in the custody of the Treasurer in account(s) at a bank, savings and loan association, or credit union as the Board shall direct, except as otherwise authorized by the Board.

XI. AMENDMENTS

Amendments of the bylaws must be approved by vote held at a general membership meeting. Advance notice of proposed bylaws amendments will be provided to the members of the association prior to the general membership meeting.