

University Hills Neighborhood Association BY-LAWS

Final Voted Version: 4/2/04 by Debbie Allen

ARTICLE I - NAME

The name of this organization is the "University Hills Neighborhood Association ", but also may be referred to herein as "UHNA"

ARTICLE II – PURPOSES/MISSION STATEMENT

"The purpose of University Hills Neighborhood Association is to improve the quality and vitality of the neighborhood - by providing a forum and opportunity for its residents and property owners to know their community, to share and resolve common concerns and to become well informed on important community issues."

The Association is not organized for profit and no profit shall accrue to anyone by virtue of being a member or officer of the Association.

ARTICLE III - GOALS

To seek and maintain a safe and secure neighborhood, as well as improvements of single and multiple dwellings by residents and absentee homes.

To facilitate the education of residents regarding all available options open to them relating to the problems of home ownership, zoning rights etc.

Maintain integrity of homes in University Hills.

To participate in the observation of and working on zoning problems in University Hills and its surrounding areas.

To work toward development and preservation of natural green spaces, parks, trees, landscaping and general land use.

To establish mutual protection and safety.

To promote recreation and neighborhood festivals.

To improve the safety of the streets through better traffic control.

ARTICLE IV - MEMBERSHIP

Membership in the Association shall be open to all residents and/or property owners of the University Hills neighborhood or its surrounding areas plus those who are in sympathy with the goals and objectives of the Association.

Membership in the Association shall be contingent upon payment of \$5 annual dues per household, which shall be due in May of each year. Sustaining members shall be those who contribute \$10 or more individual or \$20 or more per household as annual dues. No special rights shall accrue to sustaining members. A life membership will be designated to anyone who contributes \$100 or more. An honorary life membership can be bestowed upon members with the approval of the majority vote at a General Meeting of the Association.

Honorary membership may be conferred upon individuals not otherwise eligible, upon a majority vote of the Association.

ARTICLE V - VOTING

To be eligible to vote, a person must have held membership for at least one month and must live within the designated boundaries of University Hills or within 400 feet of the established and recognized boundaries.

Renewal memberships have continuous voting rights provided dues are paid at or before the May meeting.

ARTICLE VI - OFFICERS

The principal officers of the Association shall be a President (or Co-Presidents), a Vice-President, Secretary and Treasurer. Other subordinate officers may be appointed by the Steering Committee, as needed.

Officers shall be elected by a majority vote at the Annual Meeting of the Association and shall serve for a one-year term of office. Officers may be reelected. Vacancies shall be filled at a Regular Meeting of the Association and shall be effective for the remainder of the term of office of the officer replaced.

The official term of office for the officers is 1 May until 30 April.

The President shall preside at all meetings of the Association, and in his or her absence or inability to act, or at his or her request, the Vice-President shall preside.

The Secretary shall perform the duties usually belonging to the office. Specifically, the Secretary is to record the minutes of all meetings and to conduct correspondence as directed. The Treasurer shall maintain financial records of the Association; draw checks and co-sign them, as directed by the President; present at least quarterly financial reports to the Steering Committee and an annual report to the Association at the Annual Meeting. Check signing authority will be a shared responsibility between the President and the Vice/Co-President in addition to the co-signing authority of the Treasurer.

Check signing authority may be granted to an individual other than the above stated individuals upon authorization by vote of the Association's General Meeting.

ARTICLE VII- MEETINGS

The Association shall hold regular meetings monthly, the first Friday of each month unless this day falls upon a major holiday. If this instance occurs, the meeting will occur on the following Friday. The specific time and place of each meeting shall be set by the President or upon a majority vote of the Association membership.

The regular meeting in May of each year shall constitute the Annual meeting. The President or any fifteen (15) members of the Association, with the time and place to be decided by the President or the members calling the meeting, may call special Meetings of the Association. The annual budget shall be approved prior to the last meeting of the calendar year to cover the current fiscal year.

ARTICLE VIII- COMMITTEES

The Steering Committee shall function as the executive committee of the Association and shall be composed of officers of the Association and Chairpersons and Co-chairpersons of all other existing committees, with the President serving as presiding officer. This committee shall conduct all business of the Association as required and shall meet monthly upon the call of the President or upon the call of three (3) committee members. The Steering Committee will meet the second Thursday of each month unless otherwise set by the members.

The Steering Committee may approve expenditures of up to \$50 for any unbudgeted expenses. All unbudgeted expenditures of the Association in excess of \$100.00 shall be approved beforehand by the Steering Committee prior to final approval by a vote of the Association. All other substantive or procedural committees shall be appointed by the Steering Committee, subject to final approval of a majority vote of the Association at the first meeting after the appointments are made.

Committee Chairs will brief the Steering Committee at least quarterly to provide updates and to discuss planning and implementation concerns.

ARTICLE IX - AMENDMENT OF BY-LAWS

These By-laws may be amended at any meeting of the Association, upon a two-thirds vote of those present and voting, provided that written notice has been delivered to all members of the Association 72 hours prior to the meeting provided that advance notice of these votes are posted in two consecutive issues of the UHNA News.

ARTICLE X - DISSOLUTION

Upon dissolution of the UHNA, no class or member shall have any right to nor shall receive any assets of the Association. The assets of the Association are permanently dedicated to a tax exempt purpose. In the event of dissolution, the Association's assets, after payment of debts, will be distributed to an organization, which is tax exempt.