

Bylaws of the Burton Street Community Association

ARTICLE I. NAME

The name of the Association shall be Burton Street Community Association, hereafter referred to as "the Association".

ARTICLE II. PURPOSE

- Section 1. The association is a non-profit organization formed for the purpose of promoting educational, social, economic, and cultural welfare of its members and to improve our neighborhood through democratic citizen participation and involvement in activities which affect our everyday lives.
- Section 2. The association shall work toward this goal by generating and sustaining a spirit of neighborhood community among area residents through all appropriate means, including, but not limited to:
- 2.1 Calling attention to emerging neighborhood issues.
 - 2.2 Promoting interest and participation in neighborhood planning.
 - 2.3 Educating citizens, both members and non-members of the association, in the character, problems and potential of the neighborhood.
 - 2.4 Providing a means of widespread study and discussion of various issues and questions pertinent to the neighborhood.
 - 2.5 Serving as advocate for those policies and programs that seem to its membership, after appropriate analysis and discussion, to be in the neighborhood's best interest.
 - 2.6 Working cooperatively with the city and neighborhood groups to improve and further the neighborhood's interest.
 - 2.7 Promoting social interaction among the diverse population within the neighborhood.

ARTICLE III. MEMBERSHIP

- Section 1. Membership shall be limited to interested residents of and other participants in the community. Dues shall be three (3) dollars per month per person payable to the treasurer or designee. No one shall be denied membership for failure to pay dues.
- Section 2. Membership is initiated by signing a list at a general membership meeting.
- Section 3. Membership entitles an individual to vote in general membership meetings, to run for an elected office of the association and to serve on committees of the association.
- Section 4. No member or officer may receive compensation for his or her services as a member or officer of the association. However, nothing herein contained shall be construed to preclude any member or officer from serving the association in any other capacity, or receiving reasonable compensation there for.

ARTICLE IV. MEETINGS

- Section 1. Regular membership meetings shall be held the third (3rd) Monday of each month at 6:00 p.m. in the Burton Street Community Center.
- Section 2. The Annual Meeting, held for the purpose of electing officers, will be held the third (3rd) Monday of April.
- Section 3. Special meetings of the membership may be called by the *Steering Committee* or upon written request of ten members. Such written request shall be presented to the President of the Association. Special meetings shall be held at the Burton Street Community Center at a day and hour as designated by the President and the purpose for the meeting stated in the notice for the meeting.
- Section 4. Notice for ALL meetings will be posted at the community center and distributed to community members in advance of the meeting.

ARTICLE V. BOARD OF DIRECTORS

- Section 1. Board Role, Size, & Compensation. The Board is responsible for overall policy and delegates day-to-day operation to the membership and committees. The Board shall have up to nine(9) members and no fewer than six(6) members. No Board member may receive compensation for his or her services as a member or officer of the association. However, nothing herein contained shall be construed to preclude any Board member from serving the association in any other capacity, or receiving reasonable compensation there for. (Conflict of Interest)
- Section 2. Meetings. The Board shall meet at least quarterly, at the Burton Street Community Center.
- Section 3. Officers of the Association shall be President, Vice President, Treasurer, and Secretary, all being active members of the association.
- Section 4. Officers are elected for a 2 year term. A majority of members present and in good standing shall elect officers at the annual meeting. Nominations may be made from the floor.

ARTICLE VI. DUTIES OF OFFICERS

- Section 1. President--shall preside at all membership meetings, serve as ex-officio member of any committee, coordinate the operations of the various committees with each other, to act for the membership when circumstances require and appoint specific committees for specific purposes when occasions arise. (More can be added to the role of the President--Brett)
- Section 2. Vice President--take the place and perform the duties of the President in his or her absence or incapacity, and to assist the President as requested in the performance of Association duties.
- Section 3. Treasurer--collect and deposit monthly dues, receive, disburse, and record monies and/or dues for approved purposes, maintain proper accounts and prepare monthly reports for the membership, advise the President of any actual or prospective financial problems and the fiscal advisability of proposed expenditures, and perform such other duties as may be mutually agreeable and pertinent.
- Section 4. Secretary--maintain accurate and detailed minutes of the meetings of the Membership, read such minutes as requested and to conduct pertinent correspondence and maintain related files. Responsible for maintaining records of all meetings to be located at the Burton Street Community Center.

ARTICLE VII. STANDING COMMITTEES

Section 1. The Board of Directors-- the function will be to direct the affairs of the Association, formulate the agenda for the membership meetings, set policies of the Association, approve all fund-raising activities of the Association, including grant and funding requests, and oversee and coordinate any Association programs or special events.

1.1 The Steering Committee shall consist of the officers of the Association, the coordinators of the standing committees, and two (2) representatives from the membership at large.

1.2 A quorum at any meeting of the Steering Committee shall consist of one-half of the constituted members of the Steering Committee. Either the President or Vice President must be present.

1.3 Each member of the Steering Committee shall have one vote.

1.4 Terms of Board Members - TBD.

1.5 Steering Committee members may be removed by majority vote of the Association's members at a special meeting called for that purpose. A new Steering Committee member (except for the President) shall then be elected by nomination from the floor.

1.6 If a vacancy shall occur in the Steering Committee by reason of death, disability, or resignation, the Steering Committee shall fill the vacancy by temporary appointment until an election is held at a properly called meeting of the membership. If the vacancy is in the Presidency, the Vice-President shall serve as President, and a special meeting shall be held within one month to elect a new President.

Section 2. Standing Committees-- The following five standing committees are established for the purpose of organizing and executing the work of the Association as directed by the Board of Directors. Each standing committee shall be responsible for meeting on a regular basis and shall submit an annual report to the membership during the April annual meeting:

2.1 Public Relations/Membership

2.2 Sick & Shut In

2.3 Activities & Fund Raising

2.4 Community Enhancement/Beautification

2.5 Executive Committee—consists of the four officers of the Board/Association.

ARTICLE IX. AMENDMENT OF BYLAWS

These Bylaws may be amended at any regular or special membership meeting by two-thirds vote of membership present, providing the proposed amendments have been submitted at least seven (7) days in advance of the meeting to the membership.

Article X. Dissolution of Association

Upon the dissolution of the Burton Street Community Association, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.