

BY-LAWS OF THE UPPER WASHINGTON AVENUE NEIGHBORHOOD ASSOCIATION

ARTICLE I

NAME AND LOCATION

Section 1. The name of the organization shall be “The Upper Washington Avenue Neighborhood Association” hereinafter referred to as the “Association”.

Section 2. Currently the Association shall include the area bounded as follows:
On the west—Brevator Street south of Washington Avenue and Jermain Street north of Washington Avenue to the railroad bridge crossing Central Avenue; on the north—Westland Hills Park to the south side of Central Avenue from Yardboro Avenue to Hannaford Plaza and beyond it Roseland Street, plus the south side of Lincoln Ave between Verplanck Street and Winthrop Avenue; on the east—the west side of Verplanck Street as it runs north of Lincoln Avenue, and Winthrop Avenue between Lincoln Avenue and an imaginary extension of Hawkins Street; on the south—Hawkins Street as it would extend to Winthrop Avenue. Included is Washington Avenue from Jermain Street to Manning Boulevard. Lincoln Avenue at the west end is included up to the arterial.

ARTICLE II

PURPOSE

Section 1. The purpose of the Association shall be to cultivate and protect the residential integrity of the neighborhood.

ARTICLE III

MEMBERSHIP

Section 1. Resident Members Any household unit in the area which is interested in furthering the purpose of the Association shall be eligible for resident membership and shall be such a member upon payment of dues. A household shall consist of an individual or those persons living in the same dwelling.

Section 2. Associate Members Any non-resident whose property or business is located within the boundaries, as defined in Article I, shall be eligible for associate membership upon payment of dues.

Section 3. Any question of eligibility shall be resolved by the Executive Committee.

ARTICLE IV
MANAGEMENT

Section 1. Titles The officers of the Association shall consist of a President, one Vice President, a Recording Secretary, a Corresponding Secretary, and a Treasurer.

Section 2. Duties of Officers

- (a) **President:** The President shall preside at meetings of the Association and the Executive Committee.
- (b) **Vice-President:** The Vice-President shall serve in place of the President if he or she is absent.
- (c) **Recording Secretary:** The Recording Secretary shall keep a record of all meetings of the Association and of the Executive Committee. He or she shall assist the President with the general correspondence of the Association and shall be responsible for maintaining the Membership List.
- (d) **Corresponding Secretary:** The Corresponding Secretary shall be responsible for circulating notices of meetings of the Association and from time to time for communicating necessary information to the Membership.
- (e) **Treasurer:** The Treasurer shall have responsibility for all financial assets of the Association. He or she shall keep records of all financial transactions of the Association.

Section 3. Eligibility All resident members shall be eligible to stand for election and may serve as officers of the Association.

Section 4. Nominations A Nomination Committee, consisting of three resident members, shall be appointed by the Executive Committee at least thirty days prior to the Annual Meeting for the purpose of presenting a proposed slate of officers. Nothing herein contained shall preclude nominations from the floor, when duly seconded.

Section 5. Election and Tenure All officers named in Article V, Section 1, shall be elected at the Annual Meeting of the Association. A majority vote of the resident households present shall be necessary to elect. Election shall be by ballot except upon unanimous consent of the resident members present at such Meeting. Each officer shall be elected for a one-year term, and shall assume respective office on the first day of the fiscal year.

Section 6. Vacancies If a position of officer shall become vacant during the year, in the absence of any other provision such vacancy shall be filled by a majority vote of the remaining members of the Executive Committee. Persons so elected shall serve until the next Annual Meeting.

ARTICLE VI

EXECUTIVE COMMITTEE

Section 1. Members of the Committee The Executive Committee shall consist of the elected officers, the immediate past President, and the chairpersons of the Committees of the Association.

Section 2. Meetings The Executive Committee shall meet at the call of the President or upon request of three members of the Executive Committee.

Section 3. Quorum The presence of a majority of the members of the Executive Committee shall constitute a quorum.

ARTICLE VII

COMMITTEES

Section 1. Committees shall be appointed as the need exists. Chairpersons of all committees must be resident members of the association, and shall be appointed by the President subject to the approval of the majority of the elected officers.

AARTICLE VIII

MEETINGS

Section 1. Annual Meeting The Annual Meeting for the election of officers and the transaction of other business shall take place during the first week in November. The time and place shall be designated by the President. Ten days prior, a notice of the time and place shall be distributed by the Corresponding Secretary.

Section 2. Special Meetins Special Meetings of the Association may be called at any time by the President or Vice President, or in their absence, or refusal, by any ten resident members of the Association. In any case, however, five days prior, a written notice of the time and place of such meetings shall be distributed by the Corresponding Secretary to each member.

Section 3. Quorum The presence of one third of the resident members will constitute a quorum.

ARTICLE IX

DUES AND FISCAL YEAR

Section 1. Fiscal Year The fiscal year shall commence November 15 of each year.

Section 2. Dues The annual dues shall be proposed by the Executive Committee and be voted upon at the Annual Meeting, by the resident members. Dues shall be payable at the beginning of each fiscal year.

ARTICLE X

AMENDMENTS

Section 1. Notification and Action Amendments of these by-laws may be made at any meeting of the Association provided that notice of proposed amendment and the text of the proposed amendment shall have been included in the call for the meeting. An affirmative vote of two-thirds of those resident members present shall be required to amend.

Section 2. Member-Initiated Amendment Any resident member of the Association may propose an amendment to these by-laws by submitting such proposal in writing to the Executive Committee. The Committee shall consider such proposed amendment at its next meeting and within one week after such consideration advise the initiator of the Committee's decision on recommendation of the proposed amendment.

- (a) In the event the Committee approves the proposed amendment for recommendation to the membership, the President shall appoint a special committee to draft the proposed amendment, which committee shall include the initiator.
- (b) If the event the Committee declines to recommend the proposed amendment, upon written request to the President by ten resident members of the Association, the President shall direct the Corresponding Secretary to publish the text of such proposed amendment, along with the name of the initiator, in the notice of the next meeting.

ARTICLE XI

VOTING

Section 1. At any meeting of the Association the Recording Secretary shall be empowered to compile a list of the resident households present prior to a vote. In his or her absence, resident members designated by the President may serve this function. At the discretion of the President a roll call vote may be taken.