

BYLAWS
OF THE NORTHSIDE NEIGHBORHOODS FOR ORGANIZED DEVELOPMENT
(N. N. O. D.)

ARTICLE I
NAME

The name of this organization shall be Northside Neighborhoods for Organized Development. (N.N.O.D.)

ARTICLE II
THE OBJECT AND MISSION

The objective and mission of the organization will be:

1. To enhance and protect the quality of life in the Northside neighborhoods;
2. To keep neighborhoods informed of the issues in our community;
3. To work with all government levels: city, county, state and federal;
4. To maintain a presence at governmental meetings at city, county, state and federal levels;
5. To lobby for the needs of our neighborhoods.

ARTICLE III
BOUNDARIES

The defined area of N.N.O.D. shall be coexistent with the boundaries of its member neighborhoods or neighborhood organizations as they may now or hereafter from time to time exist.

ARTICLE IV
MEMBERS

The organizations membership classes shall be **nonvoting** and **voting**.

Section 1: Nonvoting Members. Anyone who has an interest within the organizations borders is an automatic nonvoting member of N.N.O.D. Nonvoting members can be individuals from neighborhoods or neighborhood organizations, churches, schools and businesses.

Rights and Obligations: Nonvoting members may address the floor and serve on committees. Nonvoting members can not make a motion, nor vote, nor be a committee chair. Nonvoting members can not be elected to the Board of Directors.

DUES: Nonvoting members requesting a newsletter or any mailed communications may be assessed dues, which will be payable immediately, and at the start of each new fiscal year thereafter. The amount of dues assessed on nonvoting members will be determined by the Board of Directors.

Section 2: Voting Members and Alternates. Membership petitions for a voting representative status is subject to approval by the N.N.O.D. voting membership. Each neighborhood and/ or neighborhood organization within the organizations borders shall **have one vote**. Each neighborhood and /or neighborhood organization shall select two representatives, one voting representative and one alternate representative to makeup the voting membership of N.N.O.D.

Defining a Neighborhood. The Board of Directors of N.N.O.D. may determine what defines a neighborhood.

Rights and Obligations: Voting and alternate neighborhood representatives have all the rights of nonvoting members. Voting and alternate neighborhood representatives must be current in the payment of any assessed dues. In addition, voting and alternate representatives may be elected to the Board of Directors or hold an elected office. Voting and alternate representatives may chair a committee.

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Meeting Attendance. Attendance at regular meetings is required of the designated voting neighborhood representative. In the absence of the voting neighborhood representative, the selected alternate shall act as the voting representative. In the event there is no voting representative from a neighborhood or neighborhood organization for three consecutive meetings, the good standing status of both neighborhood representatives shall be terminated. The voting membership may reverse the termination by a majority vote.

Dues. Dues may be assessed on the voting and alternate representatives; the amount is to be determined by the Board of Directors. If dues are assessed on the voting and alternate representatives, the assessed dues are payable immediately and at the start of each new fiscal year thereafter.

Section 3: **Honorary members** may be selected by the Board of Directors based on outstanding service to the organization or to the community. Honorary members have all the benefits of a nonvoting member.

ARTICLE V GOVERNMENT

Section 1: **Board of Directors.** The general management of the affairs of the organization shall be vested in the Board of Directors which includes all elected officers and also includes up to seven voting representatives in good standing. The total number of elected Board of Directors shall be an odd number, with a maximum eleven directors including officers.

ARTICLE VI ELECTION OF DIRECTORS AND OFFICERS

Section 1. **Election of Directors and Officers.** The election of Board of Directors and officers shall be held annually, no later than forty (40) days after the start of the new fiscal year. The elected Board including officers shall serve for one year or until their successors are elected. Their term of office shall begin at the adjournment of the election meeting. Directors including officers may be elected to consecutive terms.

ARTICLE VII OFFICERS

Section 1: **Officers.** The officers of the organization may be a Chairperson, three Vice Chairpersons, a Recording Secretary, and/or a Corresponding Secretary and a Treasurer.

Section 2: **Vacancies.** If a vacancy occurs among the officers, except for the office of the Chairperson, the vacancy shall be filled for the unexpired term by the Board of Directors. In the event of a vacancy in the office of Chairperson, the Vice Chairperson shall become Chairperson for the unexpired portion of the term.

ARTICLE VIII DUTIES OF OFFICERS

Section 1: **Chairperson.** The Chairperson shall preside at all meetings of the organization and Board of Directors and shall appoint such committees as are considered expedient or necessary. In any matter concerning the regulatory or business affairs of the organization, the Chairperson may adopt the title of President.

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Section 2: Vice Chairpersons. In the absence of the Chairperson, the highest degree Vice Chairperson shall perform the duties of the Chairperson. The Vice Chairpersons can also be assigned to be responsible for special duties by the Board of Directors.

Section 3: Secretary. The Secretary shall keep the minutes of all meetings of the organization; and shall initiate all notices for meetings of the organization. The Secretary shall also be responsible for all correspondence of the organization.

The Secretary shall maintain the membership records and advise the organization when any neighborhood voting representative and alternate representative have missed three consecutive meetings. The Secretary shall send a termination of good standing notice to the neighborhood organization and to the representatives not considered in good standing. The Board of Directors may reverse the termination as provided in Article IV, Section 2, Voting Membership and Alternates, Rights and Obligations.

The Secretary is responsible for maintaining the membership records in a current condition so that a quorum can be established at any meeting.

The Secretary shall distribute a membership roster at least once a year and at the request of the Board of Directors. The Secretary is to deliver to each new neighborhood voting representative and alternate a copy of the current bylaws and any standing rules.

If necessary, the position of Secretary may be divided into two positions; a Recording Secretary and a Corresponding Secretary. The duties of each Secretary can be divided as deemed appropriate by the Board of Directors for those duties outlined above.

Section 4: Treasurer. The Treasurer shall have charge of all receipts and monies of the organization. The treasurer shall keep regular accounts of the receipts and disbursements and submit regular reports to the organization and to the Board of Directors.

The treasurer shall submit an annual report of all revenues and all expenditures. The Treasurer is to present a budget to the voting representatives for their approval at the first regular meeting of the new fiscal year.

The Treasurer shall reimburse a member only if the expenditure has been approved of by the voting membership and a receipt has been submitted.

The Treasurer shall preside in the absence of the Chairperson and the Vice Chairperson at any meeting.

Requirements for Signing Checks. The Treasurer and one other officer have the responsibility to sign all checks and withdrawal slips on behalf of the organization upon any and all of its bank accounts. In the absence of the Treasurer, any two officers may sign checks and withdrawal slips on behalf of the organization on approved expenditures.

ARTICLE IX DIRECTORS DUTIES

Section 1: Meeting Attendance. Directors are required to attend all meetings of the organization. The Directorship of an individual will be terminated if that individual misses three consecutive meetings of the organization including board meetings. The Board of Directors may reverse the termination for good cause.

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Section 2: **Filing for Public Office.** Any Director, who files for election to any paid public elective office shall cease to be a Director, without further notice.

Section 3: **Vacancies.** If a vacancy occurs to any **non-officer** Director, then the Board of Directors may appoint any voting representative for the unexpired portion of the term.

ARTICLE X MEETINGS

Section 1: **Regular Meetings.** The regular meetings for the whole membership will be held monthly through out the year unless the Board of Directors cancel a regular meeting or meetings. At least four days notice is required for regular meetings.

Section 2: **Special Meetings.** A Special Meeting for the whole membership can be called by the Chair or by any five voting representatives or by any ten members. The purpose of the meeting shall be stated in the notice.

Section 3: **Quorum.** The quorum for a regular membership or special membership meeting shall be 15% of the voting representatives.

Section 4: **Lack of Quorum.** If a quorum is not present, the presiding officer may adjourn the meeting to a day and hour fixed by the presiding officer, at which meeting action may be taken by majority of members present.

Section 5: **Board of Directors Meetings.** The Board of Directors can meet as often as it is deemed necessary to conduct the general management of the organization. Telephone conference calls can be held if all directors are invited to participate. All approved actions by the Board of Directors must be reported at the next general membership meeting.

Section 6: **Quorum for a Board of Directors Meeting:** The quorum for a Board of Directors Meeting shall be a majority of the total board.

Section 7: **Lack of Quorum for a Board of Directors Meeting:** If a quorum is not present, the presiding officer may adjourn the meeting to a day and hour fixed by the presiding officer, at which meeting action may be taken by majority of members present.

ARTICLE XI COMMITTEES

Section 1: **Standing or Special Committees.** The Chairperson shall appoint all committees, standing or special, as deemed necessary by either the voting organization or the Chairperson. When a committee is formed, the chairman shall state the committees purpose and its reporting responsibilities to the organization.

Section 2: **Standing Committees.** The standing committee members are appointed annually and shall abide by the reporting responsibilities called for by the appointing Chairperson. Resignations should be given in writing if a member resigns before their term is over.

Section 3: **Special Committees.** Special committees will be temporary assignments and will terminate when the assignment is completed. Resignations should be given in writing if a member resigns before his assignment is complete.

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**ARTICLE XII
REPRESENTATION AUTHORITY**

Section 1: **Determining Public Position.** The "official position" of N.N.O.D. may be only be determined by a majority of the duly authorized voting members at a meeting in which a quorum is present.

Section 2: **Public Announcements.** Only the Chairperson may speak for the organization when presenting any official position, unless the Board of Directors has designated, another individual to speak for the organization.

**ARTICLE XIII
INCOME**

N.N.O.D. as a organization is not for profit and any income it may receive shall be used strictly for the purpose for which this organization was formed.

**ARTICLE IVX
AMENDMENT OF BYLAWS**

These bylaws can be amended, modified or repealed at any regular or special meeting of the membership at which there is a quorum by a majority vote of those voting representatives present. When any amendment, change, or modification of the bylaws is to be proposed at any such meeting, a notice of such meeting, containing a recital of the bylaws or bylaw to be amended, and including the proposed amendment, must be given at least ten (10) days in advance of such meeting.

**ARTICLE VX
PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of **Robert's Rules of Order, Newly Revised**, shall govern the organization in which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the organization may adopt.

**ADOPTED FEBRUARY 12, 1996
AMENDED MAY 13, 1996**