Verdemont Neighborhood Association Bylaws

Article I

Name and Policy

* 1. The name of this Association shall be the Verdemont Neighborhood Association.
  2. The Verdemont Neighborhood Association shall be a non-discriminatory and a non-profit association.
  3. The Association shall be an affiliate of the Neighborhood Association Council of the City of San Bernardino.

Article II

Purposes

The purpose of this association shall be:

2.1 To speak with a united voice for the neighborhood and take such actions as may be appropriate to advance the interests of its residents.

2.2 To enhance, maintain, and preserve property values and common interests in the neighborhood.

2.3 To promote a safe neighborhood in which to live.

2.4 To encourage property owners and tenants to get acquainted with their neighbors.

2.5 Help build a cooperative relationship with the government agencies to accomplish our mission.

Article III

Membership

The membership of the Association shall be made up of residents of the area bounded by University Parkway/Northpark Drive west to Devore, Kendall Drive north to the foothills.

Article IV

Finances and Fiscal Year

4.1 The Association is organized for non-profit purposes and the individual members will not derive profit therefrom.

4.2 The revenue of the Association shall be derived from the dues, projects, and donations.

4.3 Annual dues shall become due and payable one year from the date of sign up.

4.3.1 The dues shall be sufficient to cover the Associations operating expenses for the fiscal year.

4.4 Shall provide an annual financial statement to the Neighborhood Association Cluster.

4.5 The fiscal year shall be from January 1 to December 31.

Article V

Officers, Board, Qualifications, Duties, and Tenure

5.1 The officers of the Association shall be a president, vice president, secretary, and treasurer.

5.2 The Executive Board of the Association shall consist of the above officers and at a minimum three additional board members elected for a term of one year.

5.3 The duties of the officers and board shall be as follows:

5.3.1 President

A. Preside at all meetings, serve as spokesperson for and act in the best interest of the Association.

B. Enforce Bylaws

C. Appoint all committee chairpersons as may be authorized by the membership or board.

D. Perform such other duties as pertain to the office of president, or assigned, or requested, by the Executive Board.

5.3.2 Vice President

A. Perform the duties of the president in the absence of the president.

B. Assist the president in every way possible, and act as presidential representative when requested.

5.3.3 Secretary

A. Record all minutes

B. Keep a Record of active members.

C. Have a copy of the bylaws available at all meetings.

D. Prepare ballots for all elections if more than one person is nominated for any position and retain all ballots for thirty days after they are cast.

E. Comply with IRS regulations

F. Prepare correspondence as directed by the president.

5.3.4 Treasurer

A. Receive all monies payable to the Association.

B. Deposit receipts in a financial institution approved by the Executive Board.

C. Disburse funds upon authorization of the president, or Executive Board.

D. Keep accounts and financial records and report at all meetings.

F. Notify members that dues are payable January 1st.

G. Perform other such duties as may be requested by the president.

5.3.5 Board

A. Serve as members of the Executive Board

B. Perform such other duties as may be requested by the president and the Association.

C. Attend meetings of the Executive Board on a regular basis. IF three meetings are missed without good cause, participation on the Executive Board may be terminated.

5.4 Terms of Office

5.4.1 The Executive Board shall assume their respective duties immediately upon installation.

5.4.2 The Executive Board shall serve for a term of one year or until their successors are elected.

Article VI

Meetings

6.1 Regular Meetings

6.1.1 Meetings of the Association shall be held every three months, or as determined by the Executive Board.

6.1.2 Meetings of the Executive Board shall be held as determined by the Executive Board.

6.2 Special Meetings

6.2.1 Special meetings of the Association may be called at any time by the president, or a majority of the Executive Board, provided notice is given each member in reasonable time prior to said meeting.

6.3 Annual Meeting

6.3.1 The first meeting of the Association each year shall be the Annual Meeting and installation of officers and directors.

6.4 Quorum

6.4.1 A quorum for the Executive Board shall consist of five members.

6.4.2 A quorum for any regularly called meeting of the Association shall consist of those present and voting.

Article VII

Nominations, Elections, and Balloting

The president shall appoint a Nominating Committee of at least three members for the purpose of nominating a slate of officers and Board members. The Nominating Committee shall present the slate of nominees at the meeting preceding the first meeting of the year. Nominations shall be permitted from the floor by a member with the consent of the nominee. The officers and Board shall be elected at the Annual Meeting.

Article VIII

Vacancies

8.1 A vacancy in the office of president shall be filled by the vice president who shall succeed to the office of president.

8.2 All vacancies in elective offices, except that of the president, shall be filled for the unexpired term by appointment of the president, with the approval of the Executive Board.

Article XI

Amendments

9.1 Amendments to the Bylaws may be proposed by the Executive Board or any member in good standing of the Association.

9.2 Proposed amendments shall be presented at a regular or special meeting.

9.3 Proposed amendments shall be presented in writing to the members present at a regular or special business meeting prior to the meeting at which they are to be voted upon.

9.4 These Bylaws may be amended at any meeting by a two-thirds vote of the members present.

Article X

Rules of Order

Business meeting of the Association shall be conducted under Robert’s Rules of Order (latest revision).

Article XI

Political Limitation

11.1 No substantial part of the activities of this organization shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Association shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

Article XII

Dissolution

Upon the dissolution of the Association, its remaining assets shall be distributed to a nonprofit corporation which is organized and operated exclusively for a social welfare purposes and has established its tax exempt status under IRS Section 501 (c)(3). First consideration shall be given to the Neighborhood Association Council.