

Nedonna Beach Neighborhood Association

By-Laws

As Modified April 4, 2014

Article I Name

The name of this organization shall be the Nedonna Beach Neighborhood Association, **here after referred to as Association.**

Article II Area

Section 1 Neighborhood Association

The Association shall serve the Area bordered by Beach Street, Morgan Street, Beach Drive, Section Line Street, Hwy 101 and Scenic View Drive. Properties with addresses on these border streets shall be within the area served by the Association. See Article IV for describes membership outside this area.

Article III Purpose

The purpose of this Association is to protect and promote the interests of the residents of this area by:

1. Obtaining feedback from residents about specific concerns;
2. Disseminating information to residents about governmental activities affecting them;
3. Giving voice to the resident's the concerns of Association members at public hearings; and
4. Enhancing communication between members of the Association.

The purpose of this Association is not to create or enforce local zoning or property uses, nor to impose any conditions on residents.

Article IV Membership

Section 1 General Membership

The general membership shall be open to property owners of the area specified in Article II who are eighteen (18) years old or older.

Section 2 Associate Membership

Associate Members shall be others interested in Nedonna Beach issues, but who are not property owners in those property owners who live outside of the area specified in Article II. Associate members cannot serve on the Executive Board and have no voting rights. Associate members shall pay such dues as may be set by the Executive Board.

Section 3 Dues

Dues shall be set at Ten (10) dollars per annum for each per member property owner. The Association membership shall have the ability to change dues through a vote at a duly noticed Association meeting. There shall be only one Association member per piece of property; co-owners of a single piece of property, or family members of an Association member, shall be eligible for Associate membership.

Section 4 Voting

All residents in the area who ware current in their dues, and who are eighteen (18) years old or older Association members are eligible to cast a single vote in an Association meeting.

Section 5 Association Meeting

There shall be at least one (1) annual meeting of the association, and such other additional meetings as shall be scheduled by the Executive Board. The Executive Board shall also schedule a special Association meeting upon receipt of a petition signed by at least 10% of Association members requesting such a meeting. There shall be at least seven days notice given of all Association meetings.

Section 6 Notice

Where notice is required under these by-laws, it shall be given in a manner deemed by the Board to reasonably inform members of a pending issue. Notice may be by the sending of electronic mail to those members participating in the Association's electronic mail list.

Article V Executive Board

Section 1 Composition

The Executive Board shall consist of seven (7) members elected by the Association's members at the Annual meeting (See Article VIII, Section 2. Within 30 days of the Association's annual meeting, the current Chairperson shall convene an Executive Board meeting to elect a Chairperson, Vice Chairperson, Secretary & Treasurer.

Section 2 Election Duties of the Officers

Chairperson

The Chairperson shall have general supervisory and directional powers of the activities of the Executive Board and the Association, shall preside at all meetings of the Executive Board and Association.

Vice Chairperson

In the absence of the Chairperson, the Vice Chairperson shall execute all the powers of the Chairperson.

Secretary

The Secretary shall record the minutes of all Association and Executive Board meetings. A draft of the minutes of Association's annual meeting shall be provided to the members within 60 days of the meeting. A draft of the minutes of Executive Board meetings shall be provided to the Executive Board for approval within 7-14 days of the meeting. The Executive Board will have 7-14 days to revise the minutes and then they will be sent to the Association's members. All minutes shall be retained in the Association's file.

Treasurer

The Treasurer shall maintain the financial records of the Association and be accountable for the funds of the Association. Unless authorized by a vote of the members of the Association, the Association's funds shall be deposited in a federally insured account.

Section 3 Term of Office

Officers shall be elected for a term of one (1) year.

Executive Board members shall be elected for a term of two (2) years. They are eligible to be re-elected for a second one (1) year term.

Section 4 Vacancies

Executive Board:

Vacancies on the Executive Board shall be filled by a majority vote of the remaining Executive Board members for the remainder of the term.

Officers:

If there is a vacancy in the office of Chairperson, the resignation – Vice Chairperson shall assume duties of Chairperson. If there is a vacancy in the positions of Vice Chairperson, Secretary, or Treasurer, or if the positions of Chairperson and Vice-Chairperson are simultaneously vacant, the – Chairperson shall convene an Executive Board meeting to shall elect appoint new Officers for the remainder of the term.

Section 5 Powers and Duties

The Executive Board can hold a periodic general membership meeting.

The Executive Board shall conduct business and take such action as may be necessary to accomplish the purpose of the Association at their meetings. Four members of the Executive Board members shall constitute a quorum for the transaction of business.

Special meetings of the Executive Board, for any purpose or purposes, may be called by the Chairperson, or if absent, by the Vice Chairperson. Notice of the time and place of any special Executive Board meeting shall be given to each Board Executive Board member, either personally, or by e-mail or postal mail, at least 3 days prior to such meeting. The notice shall state the purpose of the meeting.

Section 6 Meetings

The Executive Board will meet bi-monthly or as necessary.

Section 7 Removal

Members of the Executive Board may be removed before the end of their term by the vote of Association members at a duly noticed Association meeting.

Article VI Nominations and Elections**Section 1 Nominations and Ballots.**

A Nominating Committee of three (3) members shall be elected at the annual Meeting.

Vacancies in the Committee shall be filled by the Board of Directors.

The Nominating Committee shall report to the Association membership in the Notice of the Annual Meeting with a slate containing nominees for all elective positions including the Nominating Committee.

In an election when mail-in/return ballots are not being used, nominations are then accepted from the floor, provided that the nominee is either present and consents, or has submitted a letter to the Association consenting to nomination. .

If mail-in/return ballots are being used in an election, no nominations will be accepted from the floor. Any member who has submitted statement of interest to the Nominating Committee Association within the announced time frame 30-day period preceding the election shall be included in the ballot.

The use of mail-in/return ballots in an election shall be at the discretion of the Executive Board.

Section 2 Elections

Officers, Elected Directors, and the Nominating Committee shall be elected at the Annual Meeting of the Association. Members of the Executive Board shall be elected at the Association's annual meeting.

Voting shall be by ballot. Mail-in/return ballots may be used.

Election shall be by a plurality majority of those voting. If no candidate receives a majority of votes for a particular office, the candidate receiving the most votes shall be declared the winner of the election.

Article VII Finance

Section 1 Fiscal Year

The fiscal year of the Association shall be October 1 to September 30.

Section 2 Dissolution of the Association

In the event of dissolution of the Association, its assets after payment of all indebtedness, obligations, and cost of dissolution, shall be distributed by action of the Board Executive Board for one or more exempt purposes within the meaning of Section 501C(3) or Section 501C(4) of the Internal Revenue Code, or shall be distributed to the local government for a public purpose related to the Nedonna Beach Neighborhood Association.

Article VIII Committees

Section 1 Establishing

In order to carry out the work of the Association, committees (i.e., land use, crime watch, parks, government liaison, etc.) may be created by a majority vote of the Executive Board.

Section 2 Composition

Committee membership shall consist of all those Association members interested in serving on a particular committee. Each committee shall elect its own Chairperson and Secretary.

Section 3 Chairperson

The Chairperson shall keep the Executive Board's Chairperson apprised of the Committee's activities and a copy of the any meeting minutes.

Each committee shall elect its own Chairperson and Secretary.

Section 4 Secretary

The Secretary of each committee shall present a written copy of the minutes of the committee meetings to the committee.

Article IX Parliamentary Authority

Section 1 Amendments

Association:

The By-Laws may be amended or revised by a majority vote of members voting at an Association meeting or by mail-in/return ballots, provided that the number of voters is equal to at least 10% of the membership and that notice of the proposal and manner of voting has been given.

Amendments to the By-Laws may be proposed by the Association, The Executive Board, or at a request made to the Chairperson by twenty-five (25) members of the Association, all of whom are dues-paying members. Proposed amendments to the By-Laws shall be submitted to the Association's members at least 30 days before the annual meeting or deadline for mail-in ballots. The By-Laws may be amended or revised at an Association meeting or by mail-in/return ballots by a 2/3 majority vote of members voting, provided that the number of voters is equal to at least 10% of the membership and that notice of the proposal and manner of voting has been given.

Board of Directors Executive Board:

With the exception of Article V, Section 1 and section 2 or the adoption of a new set of By-Laws, the Board of Directors Executive Board may amend these By-Laws by a 2/3 vote of its members; provided, notice of such proposal has been given at the previous Executive Board meeting and notice sent to those members not present at the meeting. The general membership shall be notified of any By-Laws changes in the newsletter and/or at the Annual meeting.