

NEIGHBORHOOD ASSOCIATION-BYLAWS

ARTICLE I - NAME

The name of this group shall be The Del Norte Neighborhood Association

ARTICLE II - PURPOSE

The purpose of the Association shall be to enhance that area of the City of Albuquerque, Bernalillo County, State of New Mexico bounded on the West by San Mateo Blvd., bounded on the North by Osuna Road, bounded on the East by the western boundary of The Highlands North Neighborhood Association, which is both sides of Andrew Drive continuing in a straight line from Baker Avenue north to Osuna Road and the western boundary of Leslie Park, which is San Pedro Drive, bounded on the South by Montgomery Blvd. and the northern boundary of Leslie Park, which is the drainage and utility easement know as Grant Line Channel; hereinafter referred to as the Montgomery and San Pedro area to promote a better neighborhood and community through group action, so that the quality of life in the area shall be in keeping with the social, environmental, cultural and historic needs and interests of the residents. To this end, the activities of the Association shall include, but are not limited to, sponsoring cooperative planning, research, fund raising and public education programs as they are deemed necessary, provided they are consistent with one or more of the purposes set out in Section 501 (c) (3) of the Internal Revenue Code or any applicable corresponding section of the law, and to undertake all acts, purposes and powers authorized by law for non profit organizations.

ARTICLE III - OFFICE

The registered office of the Association shall be the address of the president or agent to be designated by the board of directors.

ARTICLE IV - MEMBERSHIP

Section 1. There shall be two types of membership in the Association, regular and business.

Section 2. A regular membership shall be limited to adult residents and/or property owners of the Montgomery and San Pedro area. There shall be one (1) voting membership for each household.

Section 3. A business membership shall be limited to any person

or legal entity who operates a place of business or institution within the boundaries of the Montgomery and San Pedro area. There shall be one (1) voting membership for each place of business.

Section 4. Voting privileges shall be: one (1) vote per membership that attend any meeting where voting is required.

Section 5. Dues shall be \$10.00 per year per regular membership and \$20.00 per year per business membership. (Amended June 10, 2010)

Section 6. The Association shall conduct an annual enrollment of members in the month of June. New Membership shall be available at any time. Memberships expire the last day of May. Dues paid in the second quarter, April, May or June are applied to the year starting in June.

ARTICLE V - OFFICERS AND THEIR ELECTION

Section 1. A Board of Directors shall be the governing body of the Association and shall consist of between 5 and 11 persons who are adult members of the Association. The Board of Directors shall be elected by the general membership at the annual meeting for term of two (2) years. At least half of the Directors shall be elected every even-numbered year and up to half of the Directors shall be elected every odd-numbered year. Directors shall assume office at the end of the annual meeting or when elected. In the first year, four (4) Board of Directors shall be elected for two years and three (3) shall be elected for one year.

Section 2. Officers of the Association shall be a President, a Vice President, a Secretary, and a Treasurer, who are members of the Board of Directors chosen by the Board at their first meeting immediately following the annual meeting.

Section 3. The term of office for the President, Vice President, Secretary and Treasurer shall be for two (2) years.

Section 4. Only members of the Board of Directors shall be eligible to be officers of the Association.

Section 5. Vacancies occurring in any office shall be filled for the unexpired term by a majority vote of the Board of Directors.

Section 6. Any elected officer may be removed from office by a majority vote of the Board membership, whenever, in its judgment, the best interest of the Association would be served

thereby.

Section 7. Nominating Committee

- a) The Board of Directors shall appoint a Nominating Committee of five (5) members of the Association the quarter prior to the election to serve for a term of one year. The chairperson of the Nominating Committee shall be a member of the Board of Directors.
- b) The Nominating Committee shall entertain suggestions for Directors during the quarter prior to any election and shall provide a single slate of candidates to be voted upon by the general membership at the annual meeting.
- c) The election shall be by voice vote, except when additional nominations have been made that would cause the number of directors to exceed the number authorized in Article V, in which event the election shall be by ballot.

ARTICLE VI - DUTIES OF THE OFFICERS

The duties of the officers shall include but not be limited to the following:

Section 1. **President:** The President shall be the chief executive officer of the Association and shall in general supervise all of the business and affairs of the Association between the meetings of the Board of Directors. The President shall preside at all meetings of the Board of Directors and the General membership. The President shall, with the approval of the Board of Directors appoint all standing and special committees except the Nominating Committee. The President shall make an annual report to the general membership and file such report with the Secretary. The President shall make all necessary reports to the City of Albuquerque in compliance with the Neighborhood Association Recognition Ordinance.

Section 2. **Vice President:** The Vice President shall when necessary perform the duties of the President, and shall succeed to the Presidency in the event of the death, disability, removal from office or resignation of the President until such time as a successor to the President shall be elected.

Section 3. **Secretary:** The Secretary shall keep minutes of all meetings of the Board of Directors and of the General Membership and shall keep all records of the Association and give notice of all

meetings as directed. The secretary shall perform all other duties incident to the office of the Secretary or as may be required by the President or the Board of Directors.

Section 4. **Treasurer:** The Treasurer shall collect all monies due the Association and shall have custody of all funds of the Association, pay all bills approved by the Board of Directors, keep account of all receipts and expenditures and maintain a current membership list. The Treasurer shall present a financial statement at each Board of Directors and General Membership meetings.

ARTICLE VII - COMMITTEES

Section 1. The President may establish committees as necessary.

Section 2. No report, or other action of any committee of the Association shall be considered as the act of the Association unless and until it shall be approved by the Board of Directors and by the general membership at a membership meeting, if [membership approval is](#) recommended by the Board of Directors.

ARTICLE VIII - STEERING COMMITTEE

The Board of Directors shall constitute the Steering Committee and may act for the group between meetings.

ARTICLE IX - MEETINGS

[Board of Directors Meetings](#)

Section 1. The Board of Directors shall meet a minimum of four (4) times a year at a time and place to be announced.

[Section 2. A majority of the Board Members shall constitute a quorum and a quorum shall be required for the Board to take any action.](#)

[Membership Meetings](#)

Section [3](#). The Association shall hold at least one meeting a year for which it makes [a](#) reasonable attempt to give written notice to every household and place of business within the Association boundaries by mail, delivered handbills or a number of posted signs.

Section [4](#). No election shall be held at a meeting of the Association unless the meeting is advertised as noted in Section 2 above.

Section [5](#). The annual meeting shall be held in June.

Section 6. A special meeting of the general membership may be called by a majority of the Board of Directors, 30% of the voting membership or the President. The President shall set the date for the special meeting and give thirty (30) days advance notice to the general membership of any such meeting.

Section 7. All votes shall be decided by a majority of the members present at any meeting.

Section 8. The Board of Directors has the option of requiring written ballots with proof of membership of the Association.

Section 9. No member of the Association may vote by proxy.

ARTICLE X - MONETARY MATTERS

Section 1. The depository for the Association funds, the person (s) entitled to expend monies on behalf of the Association and all such matters shall be determined by the Board of Directors.

Section 2. No member, director or officer will receive, directly or indirectly, any compensation or pecuniary benefit from the Association, except that the Association may reimburse them for expenses. The Association may pay reasonable compensation for services rendered, even if the recipient is a member, director or officer of the Association.

Section 3. The President of the Board shall have the authority to spend up to fifty dollars (\$50) without prior Board approval. Any expenditure of any amount must be reported and approved at the next meeting of the Board. No expenditure over fifty dollars (\$50) shall be made without prior Board approval.

ARTICLE XI - DISSOLUTION

In the event of dissolution of the Association, the Board of Directors shall, after payment of all liabilities of the Association, dispose of the remaining assets of the Association exclusively for such charitable or educational purposes as shall be wholly within the limitations of the provisions of Section 501 (c) (3) of the Internal Revenue Code or any applicable corresponding section of the law.

ARTICLE XII - AMENDMENTS

The by-laws may be amended at any regular or special meeting of the general membership by two-thirds (2/3) vote of those in attendance. The membership shall be notified thirty (30) days in advance of the meeting that amendments will be entertained at that meeting.

AMENDMENTS

JUNE 10, 2010

AMENDING ANNUAL DUES

- Annual dues for regular members is changed from \$5.00 to \$10.00 beginning with the annual meeting in June 2011.

June __, 2013 Amending Board Membership, Quorum and Monetary Matters

Article V – Section 1. is amended to define that the Board of Directors shall consist of between five (5) and eleven (11) members. At least half the Board shall be elected in even numbered years, and half shall be elected in odd numbered years.

Article V - Section 6 is amended to clarify that a majority of the Board may act to remove any officer when the best interests of the Association would be served.

Article V – Section 7c is amended to clarify that a written ballot might be required at a meeting of the general membership if more members are nominated for the Board of Directors than the number of Board members authorized in Section 1.

Article VII – Section 2 is amended to clarify when approval of the general membership shall be required.

Article IX regarding Meetings has been amended as follows:

1. To define the difference between a Board of Directors meeting and a Membership meeting.
2. A “new” Section 2 was inserted to define that a majority of the Board members constitutes a quorum and that a quorum is required for the Board to take any action.
3. A heading for Membership Meetings was inserted after Section 2
4. The existing Sections have been renumbered to reflect the insertion of the new Section 2.
5. The newly renumbered Section 6 was adjusted to clarify the procedure for calling a special meeting of the General Membership.

Article X – Regarding Monetary Matters - A new Section 3. was added to establish a Board approval process for expenditures.

Miscellaneous grammatical corrections were made in general.
