

ROOSEVELT NEIGHBORHOOD ASSOCIATION BY-LAWS

ARTICLE I – NAME

Section 1. The name of this association is the Roosevelt Neighborhood Association.

ARTICLE II – PURPOSE

Section 1. The purpose of this association is to achieve and maintain decent and wholesome living conditions in the City of Fargo; assist persons residing in Roosevelt neighborhood to work together for the good of their neighborhood; and provide a nonpartisan association which will benefit this neighborhood and the city through worthwhile programs.

ARTICLE III – MEMBERSHIP

Section 1. Membership in this association shall be open only to persons who reside or own property or who conduct business in the neighborhood boundaries.

Section 2. The neighborhood boundaries follow the Fargo School district elementary school boundaries.

Section 3. The Association also may enroll honorary members, but these members may not vote on matters before this association.

Section 4. Dues – Membership dues shall be determined by three-fourths majority vote of those in attendance at a regular meeting of the RNA.

ARTICLE IV – ANNUAL MEETINGS

Section 1. The association shall be convened in May for the purpose of electing officers. This meeting shall also be a regular meeting of the association for other business.

ARTICLE V – OFFICERS

Section 1. The officers of the neighborhood association shall consist of President, Vice-President, Secretary and Treasurer.

Section 2. The officers shall be elected at the May meeting from a slate prepared by the Nominating Committee, as well as from any additional nominations from the floor. The persons receiving the highest number of votes for each office shall be elected. Those elected shall serve until the next election.

Section 3. No officer shall serve more than three (3) consecutive terms in the same office.

Section 4. In case of a vacancy in office other than that of President, the vacancy shall be filled by election at a subsequent regular meeting of the association.

Section 5. Officers may be removed for cause, including violation of the by-laws or dereliction of duty, by a majority of two-thirds of the voters at a regular meeting of the association, provided that the officer to be removed has been notified in writing of the proposed removal at least thirty (30) days before the meeting.

ARTICLE VI – DUTIES OF OFFICERS

Section 1. The duties of the President shall be to preside over all meetings of the association, to call special meetings, to appoint committee chairpersons and to be or appoint the spokesperson for the association to local government, the press, or other neighborhood associations.

Section 2. The duties of the Vice-President shall be to preside over meetings of the association in the absence of the President, and to succeed to the office of President in the event of a vacancy in that position.

Section 3. The duties of the Secretary shall be to keep accurate records of all meetings, to make them available, and to assist in preparing any correspondence which may be needed by the association,

Section 4. The duties of the Treasurer shall be to disburse funds as directed at a regular or properly called meeting of the association, to keep proper financial records, and to make regular reports of the association's financial status.

ARTICLE VII – STANDING COMMITTEES

Section 1. Standing committees for the RNA will consist of Membership, Communications, Special Events, Institutional, City Liaison and Webmaster.

Section 2. Standing Committee chairs will be appointed by the President at the May meeting from a slate prepared by the Nominating Committee, as well as from any additional nominations from the floor.

Section 3. In case of a vacancy the vacancy shall be filled by appointment by the President at a subsequent regular meeting of the association.

Section 4. Standing Committee chairs may be removed for cause, including violation of the by-laws or dereliction of duty, by a majority of two-thirds of the voters at a regular meeting of the association, provided that the chair to be removed has been notified in writing of the proposed removal at least thirty (30) days before the meeting.

ARTICLE VIII – EXPENSES

Section 1. All expenses shall be paid upon approval by at least two board officers or by the members present at a regularly scheduled meeting. Financial transactions shall be reviewed quarterly by any member other than the treasurer.

ARTICLE XI – PERSONAL LIABILITY

Section 1. No member or officer of the RNA shall be personally liable for the debts or obligations of the RNA, nor shall any property of the members or officers be subject to the payments of the debts or obligations of the RNA.

ARTICLE X – MEETINGS

Section 1. The regular meeting of the association shall be held at least quarterly. The time and place are to be designated by the President.

Section 2. Special meetings may be called by the President or by petition of ten (10) or more members. Such meetings may act on any business proper to the association, provided that written notice of the meeting has gone out to all members at least ten (10) days before the meeting date.

ARTICLE XI – COMMITTEES AND PROGRAMS

Section 1. Committees and programs of this association shall be established by majority vote of members present at a meeting of the association.

Section 2. Committee members and chairpersons shall be appointed by and serve at the pleasure of the President.

ARTICLE XII – PROCEDURE

Unless the meeting has adopted some other procedure, all meetings of this association are governed by guidelines of Robert's Rules of Order.

ARTICLE XIII – DISSOLUTION

Upon the dissolution of the RNA, assets shall be distributed to Roosevelt School to be used at their discretion.

ARTICLE XIV – AMENDMENTS

The by-laws of this association may be amended at any meeting, provided that the proposed amendments have been sent to all members prior the meeting at which they are to be considered.