

## OSO GRANDE NEIGHBORHOOD ASSOCIATION BYLAWS

### ARTICLE I - NAME

The name of this group shall be Oso Grande 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 Morris Street, bounded on the north by Spain Road, bounded on the east by Edwards Street, bounded on the south by Bear Canyon Arroyo, and hereinafter referred to as the Oso Grande 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 that end, the activities of the Association shall include, but are not limited to, sponsoring cooperative planning, research, fund raising, public education programs, and neighborhood watch groups as they are deemed necessary.

### ARTICLE III – MEMBERSHIP

Section 1. There shall be one type of membership in the Association, regular.

Section 2. A regular membership shall be limited to adult residents and/or property owners of the Oso Grande area. There shall be one vote per paid membership.

Section 3. Voting privileges shall be: one vote per paid membership.

Section 4. Dues shall be \$12.00 per year per regular membership. If any resident would like to become a participating member and cannot afford \$12.00 per year, the membership fee may be lessened or waived by mutual consent of the Association's Board of Directors.

Section 5. The Association shall conduct an annual enrollment of members in the month of October. New memberships shall be available at any time. Memberships expire the last day of October. If a new member would prefer to pay his/her dues prior to October, dues should then be prorated in order to come due at the end of the next October.

Section 6. Each membership of the Association shall receive a receipt for membership dues which shall serve as evidence of membership.

## ARTICLE IV – BOARD OF DIRECTORS AND OFFICERS AND THEIR ELECTION

Section 1. A Board of Directors shall be the governing body of the Association and shall consist of a maximum of nine persons who are adult members of the Association and who also reside in Oso Grande. The Board of Directors shall be elected by the general membership attendees at the annual meeting for a term of two years. A Board member may be reelected to succeeding terms. Directors shall assume office at the end of the annual meeting or when elected.

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 President, Vice President, Secretary, and Treasurer shall be for at least one year.

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 of Directors whenever, in its judgment, the best interests of the Association would be served thereby.

### Section 7. Nominating Committee

- a. At their regular meeting immediately following the annual meeting, the Board of Directors shall appoint a Nominating Committee of five members of the Association 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 and seek out nominees for Directors during the year. At any time, the Board of Directors can vote on and allow new Board members to be appointed.

## ARTICLE V – DUTIES OF THE OFFICERS

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, and shall be an ex-officio member of all the committees except the Nominating Committee. The President shall make an annual report to the general membership at the annual meeting 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 even 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 of 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, and keep account of all receipts and expenditures. The Treasurer shall present a financial statement at each Board of Directors and General Membership meeting.

#### ARTICLE VI – COMMITTEES

Section 1. The General Membership may establish necessary committees at any meeting. The President may also establish such committees. Committee chairpersons shall be appointed by the President.

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 or by the General Membership at a membership meeting.

#### ARTICLE VII - MEETINGS

Section 1. The Board of Directors shall meet as necessary, but at least three times per year to conduct the business of the Association at such time and place as determined by its members.

Section 2. General Membership meetings shall be held at least twice a year and as decided by the Board of Directors.

Section 3. The General meeting held in October shall be known as the Annual Meeting. The Association will make a reasonable attempt to give prior notice to the Oso Grande neighborhood.

Section 4. The Annual Meeting shall be for the purpose of electing Board Members, receiving Annual Reports of Officers and Committees, and other business as determined by the Board.

Section 5. No election shall be held at at meeting of the Association unless the meeting is advertised as noted in Section 3 above.

Section 6. Special meetings of the General Membership may be called by a majority of the Board of Directors, thirty percent of the voting membership, or the President. The President shall set the meeting within 15 days, and the Secretary shall give notice of any such meeting.

Section 7. Members present at any regular or special membership meeting shall transact the business at any such meeting with a quorum of thirty percent of the paid membership, including at least five percent of the Board.

Section 8. All votes shall be decided by a majority of the members present at any meeting.

Section 9. The Board of Directors has the option of requiring written ballots with proof of membership in the Association.

Section 10. No member of the Association may vote by proxy.