

**WASHINGTON AVENUE COALITION SUPER NEIGHBORHOOD COUNCIL  
BY-LAWS**

**Article I. – Name**

The name of the Council shall be the Washington Avenue Coalition Super Neighborhood Council.

**Article II. – Boundaries**

The boundaries of the Washington Avenue Coalition Super Neighborhood were defined by the City Council of Houston when the super neighborhood was created. Specific boundaries are identified in the attached map.

**Article III. Purpose**

**Section 3.1** – The Washington Avenue Coalition Super Neighborhood Council is organized exclusively for one or more of the purposes specified in Section 501c(4) of the Internal Revenue Code, or corresponding section of any future federal tax code, and an application may be filed with the Internal Revenue Service for the 501c(3) or 501c(4) non-profit status, if and when so determined by the Super Neighborhood Council.

**Section 3.2** – The purposes for which this Super Neighborhood Council is organized shall be to promote the civic betterment and social welfare and well-being of those certain residents, business and property owners within the boundaries of the Washington Avenue Coalition Super Neighborhood area, and to promote and engage in activities for their use and benefit.

**Section 3.3** – The general purpose and power of the corporation is to have and exercise all rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act and other laws of Texas, and those powers which may hereinafter be conferred, and (i) to seek a consensus and provide citizens with opportunities to advise the City Council on issues important to each neighborhood; (ii) undertake a wide range of neighborhood improvement projects determined by the members; and (iii) with the cooperation from the City of Houston, identify and develop solutions to mutual problems.

**Article IV. – Membership**

**Section 4.1** – Council membership shall be open to civic, business, faith-based, non-profit, and other community-based organizations that are stakeholders in the Washington Avenue Coalition Super Neighborhood. Each recognized Council member organization may be represented by two duly designated representatives, who must adhere to the by-laws and decisions of the organization they represent.

**Section 4.2** – Participation in the Washington Avenue Coalition Super Neighborhood Council shall not be limited by the imposition of membership requirements or fees either by the Super Neighborhood Council or participating organizations.

**Section 4.3** – The Washington Avenue Coalition Super Neighborhood prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation or national origin from participating in super neighborhood council activities or serving as a council member.

**Section 4.4** – It shall be the right of any stakeholder within the super neighborhood to be represented, either through new or existing organizations.

### **Article V. – Council Seats**

**Section 5.1** – Each recognized Council member organization shall hold a single seat on the Washington Avenue Super Neighborhood Council.

**Section 5.2** – The number of Council member organizations may be amended in the same manner as the by-laws may be amended.

**Section 5.3** – Each recognized organization with a seat on the Super Neighborhood Council shall be allowed a single vote, which may be provided by one of the two designated representatives.

**Section 5.4** – The Washington Avenue Super Neighborhood Council consists of the following ten recognized stakeholder organizations. These Council member organizations are for the purposes of initiating the Super Neighborhood Council and by-laws, **and shall not be construed as limiting the number of community stakeholders eligible to participate in open Council meetings.**

The Council member organizations are:

1. First Ward Civic Council
2. Magnolia Grove Civic Club
3. Old Sixth Ward Neighborhood Association
4. Arlington Court
5. Rice Military Civic Club
6. West End Civic Club
7. Westwood Grove Civic Club
8. Woodcrest Neighborhood Civic Association
9. Crestwood Civic Club
10. Camp Logan Memorial Civic Club
11. Cottage Grove Civic Association
12. The Washington Corridor Parking Benefits District

## **Article VI. – Officers**

**Section 6.1** – The elected officers of the Washington Avenue Coalition Super Neighborhood Council shall be the president, vice-president, secretary, and treasurer.

**Section 6.2** – The president shall preside over all general meetings and any executive committee meetings. The president shall have the authority to conduct meetings and to maintain order. The president shall appoint all committee chairs.

**Section 6.3** – The vice-president shall preside at meetings in the absence of the president. This office shall assist the president and shall perform various duties and serve on committees as assigned by the president.

**Section 6.4** – The secretary shall keep an accurate record of proceedings of all general meetings, attend to correspondence, act as custodian of current records, and file and maintain up-to-date membership lists and attendance records.

**Section 6.5** – The treasurer shall keep an up-to-date record of all financial transactions, receive all money, and deposit funds in the bank. This officer shall disburse money as authorized by the Council. The treasurer shall present a report of finances at each general meeting of the Council. Checks disbursed shall contain the signatures of two of the following: president, or vice-president, and the treasurer.

**Section 6.6** – Each November of each even-numbered year, the President will appoint a nominating committee to include a minimum of three members. The following December, the Nominating Committee will present a proposed slate of officers for the following year. An election will be held the following January, and new Officers shall be installed at the first general meeting in February.

**Section 6.7** – Officers shall be limited to serve two (2) successive terms in the same office.

**Section 6.8** – Officers shall be elected by a simple majority of Council member organizations present in a general meeting where a quorum is present.

**Section 6.9** – A vacancy in an office shall be filled by a special election. Nominations shall come from the floor if there are no volunteers. Nominees shall be elected by a simple majority of Council member organizations present in a general meeting where a quorum is present. Officers elected to fill vacancies shall assume office at the first general meeting following the special election and shall hold office until the next regular installation of officers.

**Section 6.10** – Any officer, who fails to meet the obligations and responsibilities of their office may be removed from office by a two-thirds majority vote of the Super Neighborhood Council.

## **Article VII. Committees**

**Section 7.1** – Committees shall be established as the need arises by the President.

**Section 7.2** – The committee chairpersons shall appoint committee members.

## **Article VIII. Meetings**

**Section 8.1** – The general meeting of the Super Neighborhood Council shall be held on the third Thursday of each month at a time and place to be designated by the Super Neighborhood Council. Stakeholders shall be notified electronically of the time and place of the general meeting of the Super Neighborhood. **All Super neighborhood Council activity will be conducted in open meetings where community stakeholders may observe discussions and participate under defined circumstances.**

**Section 8.2** – In the event that the general meeting falls on a legal holiday, the time and date of the general meeting shall be set by the president at the preceding general meeting with the consent of the Council.

**Section 8.3** – A simple majority of Council member organizations present in any of the previous six general meetings, shall constitute a quorum for the transaction of business in a general meeting. Vacant/defunct Council member organizations will not be considered when calculating a quorum.

**Section 8.4** – Super Neighborhood residents/stakeholders may participate via meetings open to the public and will be notified of decisions through their participating organizations.

**Section 8.5** – An individual wishing to address the Super Neighborhood Council shall sign a “Speakers List” at the beginning of the meeting and shall be allowed three (3) minutes to speak.

## **Article IX. Procedures**

“Robert’s Rules of Order” shall be the guide for procedure in all points of order not covered by the By-laws.

## **Article X. Amendment of By-Laws**

These By-laws may be amended from time to time on an as needed basis by resolution in writing, presented at a meeting of the Washington Avenue Coalition Super Neighborhood Council, read and approved by a two-thirds majority of vote at two consecutive meetings at which a quorum is present at each meeting.

**Washington Avenue Coalition Super Neighborhood**  
Defined by City of Houston Ordinance

