

CONSTITUTION
OF THE
MAZYCK-WRAGGBOROUGH NEIGHBORHOOD ASSOCIATION
ADOPTED MARCH 26, 1982
REVISED SEPTEMBER 1, 1997

ARTICLE I
NAME

The organization shall be known as the Mazyck-Wraggborough Neighborhood Association hereinafter referred to as the Association.

ARTICLE II
BOUNDARIES

The area of the Association shall be bounded by Mary Street from King to Alexander, Alexander Street to Chapel, Chapel Street to East Bay, East Bay Street to Charlotte, Charlotte Street to Washington, Washington Street to Calhoun, Calhoun Street to King, and King Street back to Mary Street.

ARTICLE III
PURPOSE

The purpose of the Association shall be:

1. To actively encourage neighborliness and a greater sense of community among its residents.
2. To facilitate meaningful communication among residents, city government, city agencies, elected officials, schools, churches, and businesses.
3. To provide an officially recognized ongoing organization of residents to review, comment, and act on neighborhood matters.

BY-LAWS
OF THE
MAZYCK-WRAGGBOROUGH NEIGHBORHOOD ASSOCIATION
ADOPTED MARCH 26, 1982

ARTICLE I
MEMBERSHIP

- 1.1 REGULAR MEMBERSHIP: Membership in the Association shall be open to all residents of the neighborhood. All residents sixteen years old or older will be eligible to hold office and to vote in Association election regular meetings.
- 1.2 ASSOCIATE MEMBERSHIP: Businesses, churches, museums, and schools located within the neighborhood will be encouraged to participate in the Association as Associate Members. Each Associate Member shall have one vote. Associate members cannot hold an elected office.

ARTICLE II
MEETINGS

- 2.1 REGULAR MEETINGS: The Association shall hold one regular meeting each month. Notice of time, date, and location shall be communicated to each resident either personally or by mail at least one week prior to such meetings.
- 2.2 SPECIAL MEETINGS: Special meetings may be called by the Executive Committee by giving notice in writing at least one week prior to such meetings. Special meetings may also be called by ten percent of the membership giving notice in writing at least two weeks prior to such meetings.
- 2.3 QUORUM: A quorum shall be defined as not less than ten percent of the members of the Association, and the quorum must be present to make binding decisions for the Association. A quorum is not necessary to conduct a neighborhood meeting.
- 2.4 VOTING: A simple majority vote of the members present at any meeting shall rule, provided there is a quorum. Members unable to attend a meeting may mail or deliver a vote to the President before or at the time of the meeting. That vote is to be included in the simple majority vote and the quorum. Only on those occasions when restricted by the city government will voting be limited to owner-occupants.

ARTICLE III OFFICERS

- 3.1 NUMBER: The officers shall be the President, Vice-President, Secretary, and Treasurer.
- 3.2 ELECTION AND TERM: The officers shall be elected annually for a term of one year by the membership as provided in Article V. Each officer shall hold office until resignation, removal, or otherwise disqualified to serve, or until his or her successor shall be elected.
- 3.3 REMOVAL AND RESIGNATION: Any officer may be removed with cause by a two-thirds vote of the membership providing the proposed removal is announced in the meeting notice. Any officer may resign by giving written notice. The resignation shall take effect on receipt of the notice or later as specified in the notice. Unless otherwise specified in the notice, the resignation need not be accepted to make it effective.
- 3.4 DUTIES: The duties of the officers shall be as prescribed by the membership and shall, to the extent not otherwise specified by the membership, include the following:
- (A) PRESIDENT: The President shall be the principal executive officer of the Association and, subject to the control of the Association, shall in general supervise and coordinate the affairs of the Association. The President shall preside at all meetings of the membership. The President shall appoint members to chair all committees and shall serve as ex-officio member of those committees. The President shall perform other duties as prescribed by the Association.
- (B) VICE-PRESIDENT: The Vice-President shall perform the duties of the President in the absence of the President. When so acting, the Vice-President shall have all the powers of and be subject to the restrictions upon the President. The Vice-President shall maintain a roster of the residents and their addresses and shall be responsible for notifying the residents of all meetings.
- (C) SECRETARY: The Secretary shall keep the minutes of all meetings and shall be the custodian of all records of the Association. The Secretary shall write a regular newsletter, which shall contain the minutes of the last meeting, news of particular interest of the neighborhood, and an announcement of the next meeting.
- (D). TREASURER: The Treasurer shall have charge and custody of all financial matters of the Association. The Treasurer shall maintain a complete and accurate accounting system and shall present reports to the membership at each regular meeting. All disbursements shall be made by check, signed by both the Treasurer and the President. No checks in excess of \$2,000.00 shall be written without the approval of the membership.

ARTICLE IV COMMITTEES

- 4.1 EXECUTIVE COMMITTEE: The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, and the chairmen of the permanent committees. The Executive Committee shall, between regular meetings of the Association, carry on the function of the Association.
- 4.2 NEIGHBORHOOD SERVICES COMMITTEE: The Neighborhood Services Committee shall be responsible for promoting social, recreational, and self-help programs within the neighborhood. This committee shall encourage the residents to participate in all activities of the Association.
- 4.3 PUBLIC SERVICES COMMITTEE: The Public Services Committee shall be responsible for monitoring the services provided by public agencies such as traffic control, zoning, sanitation, building codes, fire protection, and utilities. This committee shall bring to the attention of the membership any deficiencies in these services and make recommendations for action.
- 4.4 ENVIRONMENTAL COMMITTEE: The Environmental Committee shall be responsible for promoting neighborhood clean-up programs designed to address not only private properties but also parks, playgrounds, sidewalks, and curbs. This committee shall promote joint efforts between the residents and various public agencies on larger community programs.
- 4.5 CRIMINAL JUSTICE COMMITTEE: The Criminal Justice Committee shall be responsible for developing and encouraging participation in Crime Watch, Crime Prevention, and Victim Assistance programs.

ARTICLE V NOMINATIONS AND ELECTIONS

- 5.1 NOMINATIONS: A nominating committee, appointed by the President, shall submit a list of nominees to succeed outgoing officers at least three weeks prior to the annual election. Nominations may be made by petition and submitted at least three weeks prior to the annual election. The same process shall be utilized to fill any vacancies as may otherwise occur among the officers.
- 5.2 ELECTIONS: The new officers shall be elected by a simple majority vote of the residents in attendance at a meeting called for that purpose, provided there is a quorum.

ARTICLE VI
DUES

- 6.1 DUES: Dues shall be payable when, as, and in such amount as the membership may determine.

ARTICLE VII
AMENDMENTS

- 7.1 CONSTITUTION: The Constitution may be amended by a two-thirds vote of the residents present at any meeting called for that purpose. Notice of the substance of the proposed change shall be set forth in the notice of that meeting.
- 7.2 BY-LAWS: These By-Laws may be amended by a simple majority vote of the residents present at any meeting called for that purpose. Notice of the substance of the proposed change shall be set forth in the notice of that meeting.