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**BY-LAWS**  
of  
**DES MOINES NEIGHBORS**  
1987

**Article 1. Name and Type**

The name of this association shall be Des Moines Neighbors, which shall be a volunteer educational community coalition of individual residents and neighborhood associations within Des Moines.

**Article 2. Place**

The location of Des Moines Neighbors shall be within the city of Des Moines.

**Article 3. Purpose**

The purpose of Des Moines Neighbors is to (1) share information of common interest and value, (2) increase the power of member neighborhood groups and neighborhood associations to revitalize their areas and address major projects throughout the city, and (3) to promote projects, forums, conferences, and other community improvement efforts, and (4) advocate for reforms to the benefit of neighborhood groups, neighborhood associations, and the city.

**Article 4. Membership**

Section 1. Membership in Des Moines Neighbors shall be made available without regard to race, color, creed, or national origin to all residents within the City of Des Moines (business or families), who subscribe to our purpose, upon full payment of annual membership dues.

Section 2. Any individual eligible for membership in Des Moines Neighbors may become a member by signing a membership application and by remaining current with membership dues.

Section 3. Each Individual member or association member representative of Des Moines Neighbors shall be entitled to one vote on each matter submitted to a vote of the membership. (Verification provided by Treasurer's official dues log).

**Article 5. Meetings**

Section 1. Annual Meeting shall be held in July of each year for the purpose of electing the Board of Directors.

Section 2. Regular and Special Meetings. Regular meetings, in addition to the annual meeting, will consist of at least 8 monthly meetings per year. Special meetings of the members may be called by the Board of Directors.

Section 3. Notice of Meetings shall be given at least 7 days prior to any official meeting, by mail,

official publication, electronic notification or telephone contact.

Section 4. Minutes shall be available at all meetings. Minutes of all previous meetings will be available upon request.

Section 5. Voting. Votes of the membership shall be carried by a majority of members present. No absentee or proxy ballots shall be allowed.

#### **Article 6. Board of Directors**

Section 1. Board member elections shall be held annually by the membership. Officers of Des Moines Neighbors shall be Chair, Vice Chair, Secretary and Treasurer as elected by the membership.

Section 2. The Board of Directors shall consist of not less than seven persons including the officers of Des Moines Neighbors, three at-large board members, who shall serve as committee chairs and any additional committee chair person as may be approved by the membership . Officers shall be elected for a term of two years, and may serve for only three consecutive terms. The election years will alternate so the Chair and Vice Chair are elected one year followed by the Secretary and Treasurer the next year.

Section 3. Board of Directors shall be members of Des Moines Neighbors and shall exercise all powers vested unto it by the general membership.

Section 4. A majority of the Board of Directors shall constitute a quorum and an affirmative vote of the majority of Directors shall be required for approval of any action.

Section 5. Meetings. The Board of Directors will meet as necessary with a minimum of 2 days notice. Special meetings may be called by the Chair. Members of the Board of Directors are expected to attend all Board and General meetings. Minutes of the meetings of the Board of Directors shall be available to the general membership upon request.

Section 6. The Board shall at its discretion replace any of its members who miss three consecutive meetings. A recommendation shall be brought to the membership for replacement

Section 7. Compensation. Directors shall not receive any compensation for their services. Nothing hereincontained shall be construed to preclude any directors from serving in any other capacity and receiving compensation therefore. The directors shall receive reimbursements for documented expenditures for Des Moines Neighbors events purposes.

#### **Article 7. Duties of the Officers**

Section 1. The Chair shall preside at all meetings of the general membership, the Board of Directors, and shall present a progress report to the general membership at the annual meeting. The Chair shall represent the association at all public and private forums.

Section 2. The Vice-Chair, in the absence of the Chair shall perform the all duties of the Chair.

Section 3. The Secretary shall record minutes of all meetings, keep all Des Moines Neighbors ' records, and make copies of the minutes available to the general membership.

Section 4. The Treasurer shall oversee and keep an itemized report of all funds received and spent. The Treasurer shall pay all verified obligations as approved by the Board and shall make a monthly report to the Board. The Treasurer shall prepare an annual report to be received at the annual meeting.

#### **Article 8. Committees**

The Association shall appoint members to a committee as necessary to achieve the purpose of Des Moines Neighbors

**Article 9. Elections**

Regular elections will take place at the annual meeting. Vacancies which occur between regular elections will be filled by appointment by the Board of Directors, subject to approval by the membership. Officers and other members of the Board of Directors shall assume their duties immediately following the annual meeting.

Elections for the members of the board of directors shall be by the nominating committee of the board and voting members. The nominating committee shall submit a slate of nominations for all board positions to be filled for two year terms. A Board Member shall serve as chair of the nominating committee and shall present the list of nominations to the board of directors and voting members at the general membership meeting held in June. Additional nominations may be submitted by voting members at the annual meeting.

**Article 10. Dues**

Annual dues will be established by the Board of Directors with the approval of the general membership.

**Article 11. By-Laws**

Section 1. Des Moines Neighbors shall operate in accordance with its By-Laws.

Section 2. The intent to change or amend By-Laws must be presented at two consecutive Des Moines Neighbors meetings and shall appear on the agenda and be published in the newsletter.

Section 3. Des Moines Neighbors' By-Laws shall be amended and approved by a majority vote at a regular meeting.

**END OF BY-LAWS**