

GRAND ENTRIES NEIGHBORHOOD ASSOCIATION

BY-LAWS (Draft)

Article 1 – Name and Boundaries

Name The name shall be Grand Entries Neighborhood Association, hereafter referred to as GENA, which is located within the quadrant surrounded by Ann Rd., Rio Vista St., Tropical Pkwy. and Tenaya Way, in the city of Las Vegas, NV.

Article II – Purpose and Mission

Section 1 Purpose To preserve a safe, clean, friendly neighborhood.

Section 2 Mission To keep the neighborhood clean and attractive. To provide a forum for the discussion of political, social, and other issues of interest to the neighborhood.

Article III - Membership

Membership

Section 1 Eligibility Any person who owns property in the GENA area shall be eligible for membership and for office.

Section 2 Voting Each household shall have the right to cast one vote.

Section 3 Voting method A simple majority of attending members rules on any regular agenda item.

Section 4 Association meetings GENA shall meet Quarterly, with the date thereof being posted publicly at GrandEntries.org. The Executive Committee may call special meetings. A seven-day notice shall be given for special meetings, and will also be advertised on the webpage.

Section 5 Membership dues GENA does not require dues for membership.

Article IV - Officers

Executive Boards

Section 1 Composition Elected members of the Executive Committee of GENA shall consist of the President, Vice-President, Secretary/Treasurer, and Chairpersons nominated by the president and approved by the membership. Standing committees will be Adopt-A-Block, Neighborhood Watch, and Neighborhood Partners Fund grant committee. Other committees may be added as deemed necessary by the association. Officers and committee members shall serve without compensation.

Section 2 Elections The Officers shall be nominated and elected at the Spring meeting by the members present. The elected candidates will take office immediately.

Section 3 Term Executive Committee members shall serve a one-year term.

Section 4 Term limits There are no term limits.

Section 5 Vacancies A vacancy of an elected officer shall be filled by a substitute presented by the Executive Committee to the Association for the remaining period until the next annual election. The association shall vote in the substitute as soon as feasible.

Section 6 Meetings The Executive Committee shall hold meetings according to a schedule adopted by resolution at the first board meeting of the year after elections are held. Special meetings of the board may be called by the president or by a majority of board members.

Section 7 Removal and Resignation Any officer who fails to meet the obligations and responsibilities of his/her position may be removed by a majority vote of the membership present at any meeting. Officers may resign their post at any time and shall present their resignation to the Executive Board.

Article V – Officer’s Duties

Executive Committee (Board) Member Duties

Section 1 President The President or his designate shall plan and preside at all regular and special meetings and supervise the direction of GENA events and committees. He/She shall keep important records while in office. He/She shall consult with and keep the Executive Committee informed and obtain their approval for all important pending activities and expenditures. With the Treasurer, he/she shall summarize yearly expenses and present a budget for approval by the Executive Committee and the membership early in the year. He/She or his/her designate shall review bills and Bank Statements before passing them on to the Treasurer.

Section 2 Vice-President The Vice-President shall carry out the duties of the President in the event that the President is temporarily unable to fulfill his/her duties. The Vice-President shall also work closely with the President to ensure committees and events function properly.

Section 3 Secretary/Treasurer The Secretary shall prepare and maintain minutes of meetings. The Treasurer shall collect, distributes and oversee all funds GENA deems necessary for its functioning. The Treasurer shall present precise fiscal reports to the Executive Committee and its members at meetings. The Treasurer, under the direction of the Executive Committee, shall ensure any funds collected are used for the exclusive support of GENA’s mission. Checks shall be signed by the Treasurer and by one of the following: President, or if unavailable, by the Vice President.

Section 4 Committee Chairpersons Chairpersons shall coordinate events and functions pertaining to the nature of their committees in conjunction with the overall purpose of GENA. The Chairpersons will collect ideas and suggestions from the membership and gather volunteers to help organize events. The Chairpersons will prepare a projection of anticipated expenditures, when appropriate, and obtain approval from the Executive Board prior to the sponsored event.

Article VI - Amendments

Amendments These bylaws may be amended at any general meeting of the organization, provided that the amendments have been submitted in writing at the previous general meeting. The adoption of the amendment shall require a majority vote in the affirmative of the members present.

Article VII - Dissolution

Dissolution Upon dissolution of GENA, any assets remaining after payment of debt and liabilities shall be given to a non-profit community group, as directed by a majority of the Executive Committee.

I certify that I am the duly appointed secretary of GENA and that the foregoing bylaws constitute the bylaws of our organization. These bylaws were duly adopted at a meeting of the officers of the organization on ____/____/____.

Signed _____ Printed Name _____