

BYLAWS OF MITMAN NEIGHBORHOOD ASSOCIATION

Mitman Neighborhood Association strives to create a safe, healthy, supportive, and sustainable neighborhood where all are welcome to live and participate.

ARTICLE I: NAME AND BOUNDARIES

1. Name of the association: Mitman Neighborhood Association (hereafter referred to as the "Association")
2. Boundaries:
 - a. North by Speedway Boulevard
 - b. South by 5th Street
 - c. East by Sahuara Avenue
 - d. West by Craycroft Road

ARTICLE II: MEMBERSHIP AND VOTING

1. The membership of this association shall automatically be all residents, property owners and businesses owners within the neighborhood. However, there is a difference between members of the association and active members of the association. A member becomes "active" upon paying dues for the current year.
3. Voting rights are reserved for "Active Members," with the exception being votes on amendments to these bylaws, which will be open to all members. While this rule may not be strictly enforced, it is subject to change after a quorum decision by the Board.
4. Yearly dues are currently \$5.00 per home or business.
5. A member can pay at any time and become an "Active Member."
6. Board members will try to encourage payment of dues in a manner agreed upon by a quorum vote of the Board.

ARTICLE III: BOARD OF DIRECTORS AND OFFICERS

1. The Board of Directors (hereafter referred to as the "Board") will consist of the following elected members: four (4) officers including President, Vice President, Chief Information Officer (Secretary), Treasurer, an undetermined number of Advisors to the Board.
2. An individual can hold only one position on the Board.
3. Additional Advisors to the Board will be appointed by a quorum vote of the Board.
4. The Board meets on an as needed basis.

5. Vacancies on the Board can be filled by a quorum vote of the Board members.
6. All votes by the Board require a quorum of filled positions to carry. An even split does not satisfy the majority requirement.
7. A designated member or members of the Board will maintain a list of all members' email addresses (active and inactive) and a designated member or members will use this list to share information relevant to Mitman Neighborhood on an as needed basis.
8. Supporting neighborhood initiatives: While any member has the right to work toward specific goals in the neighborhood, proposals can be brought before the Board for a vote of support. If given a vote of support, the Board members will try to assist the initiator(s) to accomplish the goals of the stated proposals. Assistance might include publicizing to the Association members, liaising with City officials and departments, providing allowable financial support.

ARTICLE IV: DUTIES OF SPECIFIC OFFICERS

Mitman Neighborhood Association is a Democracy. No officer has greater power than any other officer. No officer can make decisions or grant permissions without a quorum vote by the Board.

1. President: With the quorum decision by the Board:
 - a. The President will call and preside at all meetings.
 - b. The President will act for and on behalf of the membership of the association.
 - c. The President will act as official spokesperson.
2. Vice President: The Vice President will, in the absence of the President, assume all duties of that office and create the opportunity for the Board members to divide and assume the responsibilities of the President, as necessary.
3. Chief Information Officer (formerly known as "Secretary" or "Administrator": The CIO will keep a permanent record of all formal meetings, legal documents, and legal transactions of the association. The CIO will transcribe the minutes of each meeting and maintain a copy of same, as well as submit a copy of these minutes to the Department of Neighborhood Resources.
4. Treasurer: The Treasurer will keep all financial receipts and a permanent record of all financial business of the association. An up-to-date financial report will be submitted at each meeting. The Treasurer will be responsible for maintaining an up-to date Membership information (both active and inactive members) and make that list available to the Board.

5. Advisors to the Board: Advisors will participate in board discussions, vote, and support Board approved proposals. Advisors are encouraged to develop their own neighborhood related projects and undertakings with a quorum vote of support by the Board. Advisors are to be considered equal to the traditional four Board positions.
6. Senior Advisor to the Board: Long lived officers of the Board who wish to retire from active duty but would like to remain involved, will be offered this Honorary position upon a quorum decision by the Board. The Senior Advisor is a permanent appointment.

ARTICLE V: MEETINGS

1. Annual meeting:
 - a. An annual meeting will be held during the month of October to hold elections, approve of changes to bylaws, disseminate information and take questions from members.
 - b. With a quorum decision by the Board, the President will designate a time and place to hold the annual meeting.
 - c. Elections for Board members will be held first at the annual meeting.
 - d. The new Board officers will approve of any changes to the bylaws and sign.
2. Other meetings:
 - a. A minimum of 10% of the Active Members will have the privilege of petitioning a special meeting at any time. If such a petition is received, the President (with a quorum decision by the Board) will call a meeting of the Membership as soon as possible.
 - b. Members attending a special meeting will be considered a quorum of Members of the Association and motions will be carried by a majority of those Members present.
 - c. At least seven (7) days' notice will be provided in advance of an Association meeting. Every effort will be made to inform Members of the Association of upcoming meetings either by phone, direct mail, e-mail, posted notices, or appropriate social media.
 - d. All meetings will be public unless public necessity requires the use of an online format such as Zoom and will be open to any interested persons.

ARTICLE VI: NOMINATION, ELECTIONS, AND INSTALLATION OF OFFICERS

1. Nominations of officers will be made from the floor at the annual meeting or by email to one of the Board members. Nominations by email, requesting anonymity, will have their identifying information blacked out, but the original email will be saved.

2. Election and voting of officers will be held with a live vote, however, email nominations and votes will be honored at the annual meeting.
3. Upon installation of the officers whose terms begin after the vote for officers, the annual bylaws will be voted upon and signed by the new board members.
4. At the close of the Annual Meeting, all documents, records, and any materials pertaining to the duties of the office as designated in the bylaws which are in the possession of the outgoing officers shall be submitted to the newly elected counterpart within 10 days of the installation.

ARTICLE VII: FISCAL RESPONSIBILITY

1. Expenditure of funds greater than \$200 of the association requires the approval of the Members of the association. This vote can be carried out by an in person or online meeting. Attending Members will be considered a quorum and approval will be carried by the majority of Members in attendance.
2. The Treasurer will present a financial report at the annual meeting.

ARTICLE VIII: AMENDMENT OF BYLAWS

These bylaws may be amended by a majority vote of the Active Association membership at the annual meeting. Any member(s) can propose amendments to these bylaws by sending such proposals to the President two weeks prior to the annual meeting.

ARTICLE IX: GENERAL

1. The rules in the current edition of Robert's Rules of Order will govern the Association, the Board of Directors, and all subcommittees in all cases to which they apply and do not conflict with the specific provisions of these Bylaws or any special rules that the association may adopt.
2. If any part of these bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder will not be affected, and only the affected portions are declared eliminated.
3. No officer, representative, spokesperson, or member will have any financial liability of the association.

Mitman Neighborhood Association Annual Meeting October 22, 2022

Signature Page

President: Sylvia Berman Sylvia Berman

Vice President: Robin Steinberg Robin Steinberg

Chief Information Officer: Ali Bickford Ali Bickford

Treasurer: Emily Endreson Emily Endreson

Advisor: Jennifer Beard Jennifer Beard

Advisor: Harold Hallikainen HAROLD HALLIKAINEN

Advisor: Ben Philippi Ben Philippi

Advisor: Sabina Ahmad Post Sabina Ahmad Post