BYLAWS OF
WINDSOR PARK COMMUNITY
NEIGHBORHOOD ASSOCIATION

ARTICLE I. NAME AND BOUNDARIES

A. The name of the Neighborhood Association shall be Windsor Park Community (WPC).

B. The WPC shall encompass the area bounded as follows:

North boundary will start at the intersection of E. Wrightstown Road and N. Day Road and run East along Wrightstown Road to the Alley (W. Avenida Ricardo Small N).

East boundary will start at the intersection of E. Wrightstown Road and the Alley (W. Avenida Ricardo Small N) and run South, extending past the end of the Alley in a straight line to the Alley/Easement North of the two properties North of and immediately adjacent to E. Speedway Boulevard.

South boundary will start at the intersection of the straight line drawn South from the end of the Alley (W Avenida Ricardo Small N) and the Alley/Easement North of the two properties North of and immediately adjacent to E. Speedway Boulevard and run West to the Alley/Easement running just East of the Calvary Chapel property, where it will turn and run North to the intersection with the Alley (S. Lancaster Road E) and then extend West to N. Camino Seco.

West boundary will start at the intersection of the Alley (S. Lancaster Road E) and N. Camino Seco and run North along N. Camino Seco, past E. Placita Bolivar, to the Alley (E Camino Seco N) where it will turn and run East, extending past the end of the Alley in a straight line to N. Day Road where it will turn again and run North along N. Day Road to the intersection with E. Wrightstown Road.

ARTICLE II. PURPOSE

WPC exists to improve the quality of life in the neighborhood by:

A. Keeping our neighborhood and common spaces clean and safe.
B. Beautifying our neighborhood and building a sense of pride in our community.
C. Creating and maintaining a positive sense of community through increased communication, social events, and projects of common interest.
D. Fostering understanding of, appreciation for, and preservation of our historic Mid-Century Modern Architecture.

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ARTICLE III. MEMBERSHIP

A. The membership of WPC shall be resident households within the WPC boundaries as described in Article I.

B. There will be two tiers of membership. Dues-Paying Members (DPM) and Non-Dues-Paying Members (NDPM).

C. A DPM shall be a household within the boundaries of the Neighborhood Association that contributes annual dues. Each DPM, or Voting Member, shall be entitled to one vote (regardless of number of persons in the household or home-based businesses operated on the premises) in officer elections and official WPC business. Only DPMs are eligible to serve on the Board.

D. A NDPM shall be a household within the boundaries of the Neighborhood Association that DOES NOT contribute annual dues. While NDPM will NOT be allowed to vote, they are welcome to attend all meetings, offer input, and to participate in and benefit from WPC projects, activities, and events.

E. The ability to vote and serve on the Board can be the ONLY privileges granted to Dues-Paying Members that are not also extended to Non-Dues-Paying Members. Dues are a member's voluntary contribution to the WPC, and non-payment of dues cannot be met with any penalty beyond the denial of voting privileges and the ability to serve as a Board Member.

F. Annual Dues will be determined by the DPM. Yearly dues are to be fifteen (15) dollars per DPM.

G. Membership in the WPC shall not be denied on the basis of views or opinions contrary to the goals and purposes of the association.

ARTICLE IV. OFFICERS

The Voting Members of WPC shall nominate and elect the Board of Directors of the Neighborhood Association, which shall consist of a President, Vice President, Secretary, and Treasurer with the responsibilities described below (a nominating committee within the Board may also present a slate of candidates):

A. The President shall call and preside at all meetings, shall act for and on behalf of the WPC membership, shall be the general coordinator for WPC business and activities, and shall act as official spokesperson for WPC.

B. The Vice President shall, in the absence of the President, assume all the duties of that office, shall assist in coordinating WPC business and activities, and shall be responsible for publicity and notifications of meetings of the Neighborhood Association.

C. The Secretary shall keep a permanent record of all formal meetings and all legal documents and legal transactions of the Neighborhood Association. The Secretary shall transcribe the minutes of each

meeting and shall maintain a file copy of same. The Secretary shall submit a copy of the Annual Meeting Minutes to City Neighborhood Resources.

D. The Treasurer shall keep all financial receipts and a permanent record of all financial business of the association. An up-to-date financial report shall be made publicly available at each annual meeting and at any time of the year at the request of any Board Member. The Treasurer shall be responsible for keeping records of membership dues and determining eligibility for voting.

ARTICLE V. COMMITTEES

A. The President, or any active Board Member, shall have the power to appoint committees or solicit volunteers as necessary to implement WPC goals.

B. The President shall be an ex-officio member of all committees.

ARTICLE VI. MEETINGS

An annual meeting shall be held during the month of January at a time and place designated by the President.

A. Not less than ten (10) percent of the Voting Members (or DPM) shall have the privilege of petitioning a special meeting at any time.

B. The Voting Members present shall constitute a quorum.

C. At least a ten (10) day notice shall be provided in advance of any WPC meeting. Every effort will be made to notify all interested parties and members of the WPC of upcoming meetings either by phone, e-mail, meeting notices, bulletin boards, newsletters, or announcements at regularly scheduled meetings.

D. All meetings shall be public and open to any interested persons.

ARTICLE VII. NOMINATION, ELECTIONS, ANNUAL REPORTS, AND INSTALLATION OF OFFICERS

A. Nominations of Officers shall be made from the floor at the annual meeting. Nominations may include a slate presented from a nominating committee.

B. Election of Officers shall be held on the same day as the nominations.

C. Upon installation of the Officers whose terms begin 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 ten (10) days of the installation.

D. Any vacancies occurring during the year of any Officer shall be filled by a majority vote of the Board Members until the next scheduled election.

E. Any Officer may be removed from office for cause by a 2/3rds majority vote of the Voting Members at a special meeting that has been requested at least ten (10) working days in advance. Notice must be provided to all residents for meetings involving the recall of Officers.

ARTICLE VIII. FISCAL RESPONSIBILITY

A. Expenditure of funds of the WPC may not be made without the signatures of the Treasurer and at least one of the other Officers, provided that the signatories do not live in the same household.

B. Financial records and funds of WPC shall be audited at least once a year by a committee of at least two (2) Voting Members of the neighborhood association appointed by the Board of Directors prior to a new Treasurer's taking office or the continuation of the current Treasurer's service.

C. WPC funds shall be kept in a bank account (the Account) under the WPC name at all times. In the event of the dissolution of WPC, funds from the Account will be distributed in a manner deemed appropriate by a majority vote of the Board (such as, but not limited to, redistribution to dues paying members or donation to a worthy non-profit organization).

ARTICLE IX. AMENDMENT OF BYLAWS

A. These Bylaws may be amended by a majority vote of the Dues Paying Members (DPM), except as noted in Article IX.C.

B. Proposed amendments shall be sent to all members at least 10 days in advance of the meeting where action is to be taken or shall be read at the previous meeting.

C. The repeal or amendment of Article III.E shall not be possible through majority vote. Changing the voluntary nature of the Neighborhood Association dues will require the dissolution of WPC and the founding of a new entity.

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ARTICLE X. GENERAL

A. The rules in the current edition of Robert's Rules of Order shall govern the Neighborhood Association, the Board of Directors, and all committees 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.

B. If any part of these Bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only the affected portions are declared eliminated.

C. No officer, representative, spokesperson, or member shall have any liability, financial or otherwise, of the association.

D. Dissolution. The DPM may vote to dissolve WPC at a meeting called for that purpose by a 2/3 majority vote of the DPM. If WPC fails to comply with the annual meeting requirements for three (3) consecutive years, it shall be considered dissolved as if the DPM had voted to dissolve it.

DATE ADOPTED:_____

_____

ANDREW DENMAN/INTERIM PRESIDENT

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CHRIS SCHAFER/INTERIM VICE PRESIDENT