

# Jackson Heights Area Association Governing By-Laws

**DRAFT #2**

Adopted by a majority vote of the membership on

**[date]**

Suggested edits are indicated by text insertions and strikethroughs, as well as by change bars in the margins. Comments/notes/discussion points are highlighted in yellow.

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## 1 NAME OF ORGANIZATION

The name of the organization is the Jackson Heights Area Association (“JHAA”). The organization represents the Jackson Heights neighborhood, and other designated streets contiguous to the neighborhood, in the city of Mobile, Alabama. This organization will be referred to herein as the “JHAA” or as “the Association.”

## 2 MISSION STATEMENT AND PHILOSOPHY

### 2.1 Mission, Purpose

- To provide an open process by which residents of the neighborhood may involve themselves in the affairs of the neighborhood.
- To serve as a clearing house of information for the neighborhood.
- To enhance the livability of the neighborhood by establishing and maintaining an open line of communication and liaison among the neighborhood, government agencies and other neighborhoods.
- To help address community needs, and to work with city officials and neighborhood residents toward solutions.
- To help enforce neighborhood covenants [where applicable](#).
- To encourage and help maintain a high standard of aesthetics, tranquility and quality of life.
- To preserve the natural and environmental beauty of the neighborhood.

### 2.2 Philosophy

Great neighborhoods are built first and foremost around great neighbors – those who share and actively pursue common goals for the care and well-being of the area...and each other.

It is important to emphasize a high standard for the physical appearance of a neighborhood for practical reasons – reduction of crime, decreasing turnover, increasing property values – but also for the pleasure one receives from living in beautiful surroundings, a sanctuary from an over-stimulated and over-scheduled world.

At the same time, we recognize that there are other important elements which bring a collection of property owners together emotionally and psychologically as a community. These intangibles help create a lifelong attachment to, and love of, a neighborhood. We seek to create that bond among our neighbors through various means and channels, such as:

- **Communications** – accomplished through our meetings, newsletters and our interactive email forum. A traditional email list provides only one-way communications, but the forum allows all of us to participate in neighborhood-wide conversations at any time - to ask questions, to share helpful information and to stay informed of neighborhood issues.
- **Promotions** – achieved through our public website, print media, real estate agents and other venues to promote our area to prospective homebuyers and to demonstrate the pride we take in our neighborhood.

- **Neighborhood Gatherings** – such as our block parties, our events for children and our monthly association meetings.
- **Neighborhood Helpers** – via independently-helpful individuals or our "Neighbors in Need" program, which recruits resident volunteers to help the elderly and infirm among us.
- **Aesthetics** – encouraged through maintenance and upgrades of our entry markers, Garden Club awards for "best" and "most improved" yards and mailboxes, Garden Club educational seminars, the Neighborhood Improvement Committee, and much more.

**2.3 Stance on Outside Issues**

The JHAA takes no positions – political, commercial or otherwise. As an organization, we do not endorse candidates for government or other office, nor do we endorse any business, product, service or line of action.

At our meetings, we often have guest speakers. These speakers may be from non-profit groups such as the police or fire department or the Keep Mobile Beautiful program. If the speaker is (or represents) a political candidate, political action group or commercial entity, they are told to keep the presentation focused on information and education, not on sales or a campaign. The primary intent is to provide a forum for our members to ask questions and gain information about the speaker's area of expertise. Members may choose to use these products or services – or not – as they wish.

Likewise, in our newsletters, we often have a spotlight article or brief mention of a resident-owned business. The JHAA as an organization does not take a position on endorsing these businesses or services, and makes no claim as to the quality of the business or service mentioned. We seek only to inform so that members may make their own decisions.

**3 PURPOSE OF BY-LAWS**

These by-laws define the membership, governing structure and general operations of the JHAA organization.

**4 PHYSICAL BOUNDARIES OF THE JHAA**

Street Boundaries:

West Boundary	Byron Avenue West / Ridgcrest Court / Jackson Drive / Weatherford (west end)
East Boundary	McQueen Avenue / Jackson Blvd
North Boundary	Airport Blvd
South Boundary	Byron Avenue East / Springview Drive

See also the maps/plats in Appendix A.

## 5 PROPERTIES & PROPERTY OWNERS

Definitions:

- A “Property” is defined as a lot (whether or not a house resides on the lot) that is within the JHAA boundaries as defined in the previous section and in Appendix A.
- A “Property Owner” is defined as the rightful owner of a Property.

## 6 MEMBERSHIP

### 6.1 Member Qualifications

- A “Member” is defined as an adult (18 years of age or older) who is a Property Owner and whose household is current on annual dues to the Association.
- A “Member Household” is defined as a Property whose owner is current on annual dues to the Association.
- Tenants of rental houses in the JHAA-defined area may attend meetings, join the Yahoo forum, join committees and attend JHAA-funded events (by paying an admission fee), but they do not have the same entitlements as property owners, e.g., they may not vote or hold office in the Association.

### 6.2 Dues

- Dues are mandatory for membership in the Association. Membership must be renewed annually.
- Dues are not mandatory for a resident to join the our email list/online discussion forum (currently, the JHAAMobile Yahoo Group) or to attend meetings.
- The minimum dollar amount for dues may be raised by a majority vote of Member Households, as per the voting rules detailed later in this document.
- Dues are due in January of each year.
- As of January 2009, the annual minimum dues for membership is \$20 per household (per Property).

### 6.3 Member Entitlements

Reminder: Member entitlements are for persons/households which, by definition, are current on dues.

- Members may run for and hold office in the Association.
- Member Households may cast a vote in all JHAA Officer elections and in polls taken on neighborhood issues and major expenditures. Only one vote per Member Household is allowed. (Discussion Points: Two votes per household was suggested, in case a two-adult household wants to vote separate ways. This point will be further discussed.)
- ~~Members~~ Residents (and their guests) may participate in JHAA activities and events such as the Annual Fall Festival, Easter Egg Hunt, Summer Splash and other such functions.
  - These activities are open only to JHAA Residents ~~Members~~ and their guests.
  - Guests must pay admission fees to all JHAA events where such fees are charged.

- Only one guest family per **Member Resident** Household is permitted at JHAA events. (Discussion points: This privilege may not be strictly enforced unless excessively abused. The idea in limiting outside families at these events is to encourage neighborhood children to get to know one another. If a resident child invited a large group of friends from school or elsewhere, this might inhibit their and their parents' interaction with other residents. We do want to promote the area and encourage great people to move here – especially when they see how much fun we have! – but we also want residents to be reasonable and respectful with this privilege.)
- Funds permitting, Members may get free or discounted admission to neighborhood events.

### Stopping Point on 10-12-2009

## 7 VOTING

Reminder: Only Member Households (which, by definition, are current on dues) may vote.

### 7.1 Eligibility & Definitions

- Member Households may cast one vote in Officer elections and in polls on neighborhood issues. Unless otherwise specified in these by-laws, decisions of the Association are made by a majority vote of “in attendance” Member Households (i.e., representatives of the Member Households which are in attendance at a voting meeting). If a representative of the Member Household is not able to attend a voting meeting, the Member Household may be represented in the vote via a pre-arranged proxy or absentee ballot.
- Votes are based on membership status (current on dues) and Property ownership, not on the number of adults living in the residence. Only one vote per Member Household is allowed.
- If a Member owns more than one Property in the area, that Member may have one vote to represent each Property he or she owns, if the Member has paid dues for each Property for that year. (For example, a Member who owns two Properties may have two votes if the Member has paid double the amount of dues.)
- A voting meeting is defined as a regular monthly meeting during which a vote takes place. Special meetings to take a vote are not allowed; all votes must take place during the regularly scheduled monthly meetings.

### 7.2 Proxy & Absentia Voting

- Voting by proxy at a voting meeting is allowed, via prior written arrangement (letter or email) with the President and Treasurer, and with confirmed written acknowledgement by the President and Treasurer. The Member Household is allowed to designate a proxy who will attend the voting meeting and vote for the absentee Member Household.
- Absentee voting is allowed prior to the voting meeting, via prior written arrangement (letter or email) with the President and Treasurer, and with confirmed written acknowledgement by the President and Treasurer. Note that absentee ballots are not anonymous votes since the absentee Member will have to inform the President and Treasurer in writing of his or her vote selections prior to the voting meeting.

### **7.3 Calling for a Vote**

Any Member may request a vote on any issue. The procedure is as follows:

- The vote request must be submitted in writing (paper letter or email) to at least one of the JHAA Officers.
- The Officers will vote among themselves to determine if the request is valid and has merit. The Officer vote must take place within one month of the vote request.
- If the request is deemed valid by the Officers, the issue and vote request will be presented at the next regular meeting. A brief discussion on the issue will be allowed at the end of the meeting, after the regular business of the meeting has concluded and the guest speaker (if any) has made his or her presentation.
- After the vote request has been presented at a regular meeting, one month will be allowed for discussion on the Yahoo forum.
- The vote will take place during the regular meeting the following month.

### **7.4 Voting & Ballot Counting Procedures**

Since meetings are open to non-members, at all meetings where a vote is taken, the Treasurer shall:

- Bring to the meeting any absentee ballots which were pre-arranged by any Member Households.
- Bring to the meeting documentation to show any proxies which were pre-arranged by any Member Households and confirm if the proxies are in attendance.
- Bring to the meeting the list which indicates which Members are current (and which are not current) on dues. Allow Secretary to check the list against the number of ballots to be handed out.
- Hand out ballots to one representative (a Member or a pre-arranged proxy of a Member) for each Member Household (one ballot per Member Household).
- Collect all ballots at the end of the voting period during the meeting.
- Count the ballots, factoring in any pre-arranged absentee ballots.
- Hand the ballots to the Secretary. The Secretary will count the ballots a second time.
- Confer with the Secretary to see if the vote counts are in agreement, and if not, to recount the ballots.
- Report on the results of the vote.

## **8 MEETINGS**

### **8.1 General Meetings**

- The general meetings of the Association take place the second Monday of each month at 6:30pm. Meetings last app. 60 to 90 minutes.
  - If additional discussion on a topic is needed, particularly a vote request, it is recommended that, rather than extend the meeting time, members post their feedback on our Yahoo forum. This will allow those who are not able to stay beyond the regular meeting time to be exposed to all ideas and opinions on the

issue. This will also provide members with the opportunity to state their opinions or rebut others' opinions at length without the time constraints of the in-person meetings.

- The President and one other Member shall maintain keys to the meeting place. If the President cannot attend a meeting, he or she must:
  - give their key to the Vice President or another JHAA Officer prior to the meeting, and/or
  - notify the other Member who has a key to open up the meeting place for that meeting.
- In 2009, the meeting place for all regular membership meetings is St. Mark's Church at 439 Azalea Road. If the location of the meeting place must be changed for any reason, this must be approved by the other JHAA Officers, and must be announced at least one week ahead of time on the email forum and on the neighborhood signs which are posted at strategic neighborhood intersections three days before the meeting.

## **8.2 Agenda/Order of Regular Meetings**

- Report of the President
- Report of the Treasurer
- Crime Report from representatives of the Mobile Police Department
- Report of the Committee Chairpersons
- New Business
- Voting (if any vote requests have been presented previously, or if it is time for Officer elections)
- Guest Speaker

## **8.3 Committee Meetings**

- Committee Chairpersons shall arrange meeting dates, times and locations for their committees.

# **9 OFFICERS**

## **9.1 Officers of the JHAA**

- President
- Vice President
- Secretary
- Treasurer
- Historian

Five Offices in the Association are recommended since the Officers vote on various issues between themselves (such as expenditures of less than \$500, and the merit of any proposed membership-wide votes). An odd number of Officers will prevent any tie votes.

## **9.2 Eligibility for Office**

- Officers must be Association Members and current full-time residents in the JHAA-defined area.

## **9.3 Terms of Office**

- Officers are elected for one year terms by a majority vote of Member Households. See the voting procedures section of these by-laws for details.
- Terms run from January to December.
- Term limits: It is recommended that Officers step down after two consecutive terms in order to allow other Members to participate in Officer roles. This is more important for the top offices of President and Vice President, since these roles are more heavily tasked with vision and leadership, than for the roles of Secretary, Treasurer and Historian.

## **9.4 Elections**

- Officers must announce their intent to leave office or run for another term by the first of November of each year so that new Members may be put into nomination for their roles.
- Members may run for office against incumbents even if the incumbent wishes to serve another term.
- Elections are held at the December meeting each year.
- The terms of the newly-elected Officers begin the following month, in January.
- Outgoing Officers must hand over their materials (or copies thereof) to the new, incoming Officers before the January meeting which follows the election.
- If an Officer leaves his or her office before the term of office is completed, the remaining JHAA Officers may choose to either appoint someone to fill that office or call a special election.

## **9.5 General Duties of All Officers**

- Attend all regular JHAA meetings.
- If an Officer misses more than one meeting per quarter (or more than two meetings in the summer quarter), the remaining JHAA Officers may declare the office to be abandoned and may appoint a new Officer for that role or call a special election. Extenuating circumstances may be considered if the Officer's absence is a temporary situation which can be remedied in the following quarter and if agreed to by a majority vote among the remaining Officers.
- Make decisions and represent the interests of the Association on all matters for which it is impractical to present to the membership as a whole. Actions of the Officers shall be summarized for the membership at the next general meeting.
- Create committees to perform necessary or desired functions.
- Represent the Association on specified issues.
- Establish a plan for maintaining and encouraging involvement in the neighborhood Association.

- Work together to compile the Annual Report each December, which outlines events and accomplishments for the year, donations given by members throughout the year, expenditures and other general information.
- Maintain an email address on our email forum and check it regularly to stay apprised of Member comments, posted police crime reports and other communications.
- Officers receive no remuneration for the performance of their duties; all positions are filled by volunteers.

## **9.6 Duties of the President**

- Lead the Association with a vision for moving the neighborhood forward, for encouraging beautification and gentrification, and for promoting the neighborhood to encourage quality residents to move here and existing residents to stay.
- Preside at all meetings.
- Represent the interests of the Association (or may delegate such representation).
- Be the principal operating Officer of the Association, to help supervise and control all general affairs of the Association.
- Perform all duties incident to their office.
- Insure that any decisions of the Association are carried out properly, either personally or may delegate such responsibilities.
- Encourage involvement at all levels of the organization by delegating some responsibilities and tasks to other Members, allowing them to contribute in specific ways and provide valuable services and input.
- Be the Association's primary source to contact city officials and police, except where a committee chairperson has been given a task which may involve some direct interaction with said officials.
- Attempt to attend some or all monthly city-wide CAG meetings, held at the Mobile Police Headquarters, and report back to the Association with information gathered at these meetings.
- Sign all bank checks, along with the Treasurer, for association expenditures.
- Post meeting reminder signs at least three days before the regular monthly meeting at the major entry and exit points in the neighborhood. Recommended locations:
  - Intersection of Michael Blvd and McQueen Ave, or near the Michael Blvd entry markers.
  - On the east side of Carnation Street near Airport Blvd.
  - On the northwest corner of Jackson Drive at Weatherford.

## **9.7 Duties of the Vice-President**

- Attend all meetings.
- Conduct any meetings the President cannot attend.
- Assist in events planning when possible.
- Assist the President and Secretary with publicity and promoting the neighborhood.

- With the assistance of the Treasurer, oversee end-of-year gratuities (if JHAA funds are available) to those who sponsor or help the Association in some way. Examples include a donation to the meeting location provider (currently, St. Mark's Church), a gift basket or donation to the 4<sup>th</sup> Police Precinct, etc. Gratuities must be voted on by the JHAA Officers.
- Assist the President with oversight, and help to ensure that any decisions of the Association are carried out properly.

### **9.8 Duties of the Secretary**

- Record and maintain minutes of all general meetings.
- Within one week of each regular monthly meeting, post the meeting minutes on our Yahoo email forum, and upload (or have a Forum Moderator upload) a copy of the minutes to the Files section of our Yahoo Group site.
- Assist the President with correspondence.
- Assist the Historian with content for the public website and newsletters.
- Assist the Historian with maintaining the contact list of all residents (members and non-members alike).

### **9.9 Duties of the Treasurer**

- Collect dues.
- Maintain the JHAA bank account.
- Scan and upload (or assign someone to scan and upload) a copy of each monthly bank statement to the Files section of our Yahoo Group site within one month of the posting date of each statement.
- Keep track of voter eligibility, based on who has paid their dues for the year. Bring this list to every meeting in the event of a vote. (See the section on Voting & Ballot Counting in this document for details on the process.)
- Count the vote tally in all elections and in all votes taken on neighborhood issues and expenditures.
- Call or email residents who are behind on their dues and encourage them to donate.
- Sign all bank checks, along with the President, for association expenditures.

### **9.10 Duties of the Historian**

- Maintain the non-financial files of the Association – historical records, copies of newsletters, copies of meeting minutes, copies of correspondence.
- Maintain copies of legal documents of the Association – by-laws, neighborhood covenants, etc.
- Assist the Secretary with correspondence, if needed.
- Preserve the history of the neighborhood and the Association by doing new research and maintaining previous research files, and publishing information to our online storage and/or public website so that it can be accessed by forum members.

- Maintain the public website of the JHAA ([www.jhaa.org](http://www.jhaa.org)). This does not necessarily mean maintaining the web code; a professional web designer or another Member may be used for that if necessary. The Historian is primarily in charge of maintaining content for the site (adding new articles from time to time, updating existing articles as needed) by writing the information or by soliciting others to write such information.
- Take photos at JHAA events, or make sure that someone is assigned to take photos, so that we may post these on our website and in our newsletters as a way to preserve photo memories of our history.
- Assist the Secretary with maintaining the contact list of all residents (members and non-members alike).

## **10 EMAIL FORUM MEMBERS**

- Must be a Property Owner or resident of a street in the JHAA-defined area, or may be one of the following:
  - A city official relevant to our area (e.g., our precinct police captain and/or our neighborhood-assigned MPD representative).
  - A resident of a street just outside the JHAA-defined area (such as Hillview), if this is agreed to by the JHAA Officers.
- Must abide by the email guidelines posted on the JHAA.org website.
- Should notify a Forum Moderator or JHAA Officer if they move out of the neighborhood.

## **11 EMAIL FORUM MODERATORS**

### **11.1 Qualifications**

- Must be a resident of a street in the JHAA-defined area.
- Must be current on dues to the JHAA.
- Must be knowledgeable about email and discussion forums, or must be trained by a previous Moderator.
- New Forum Moderators are appointed by a current Forum Moderator, with the approval of the JHAA Officers.

### **11.2 Duties of the Forum Moderators**

- Review and abide by all email forum guidelines and information pages posted on the JHAA.org website and in these by-laws.
- Work with the Historian to make updates on the guidelines as necessary.
- Review and approve (or reject) messages within 24 hours of posting by a forum member.
- Screen all emails prior to posting in order to eliminate spam and to reject messages which are not directly related to neighborhood issues (e.g., internet rumors, emails of a political nature, etc.) or which may be objectionable (e.g., contain profanity).
  - Messages which provide information about local events or issues, even if not directly related to our neighborhood, may be approved at the Moderators'

discretion. (Examples: A local seminar about internet or other sales scams, a family event such as the Mobile Astronomy Club's Annual SkyWatch, etc.)

- Confirm residency of join requestors. When a person contacts the JHAA – either via email or other source – asking to join the email forum, the Moderators are responsible for confirming the residency of the requestor via internet and/or other sources (e.g., the Mobile County Revenue & Property Search website, Superpages.com, etc.).
  - Only JHAA-area residents (whether homeowners or tenants) and Property Owners (even if the Property Owner is not a resident) may join the forum. Paid membership is not required to join the forum, but residency is required, with the exceptions stated in the previous section “Email Forum Members.”
- Maintain regular communications with the Officers and Street Captains to stay abreast of residents moving in (so that they may be added to the forum, if they wish) or moving out (so that they may be removed from the forum).
- If a Moderator fails to follow the guidelines set forth in these by-laws and on our website, the JHAA Officers may vote to replace the Moderator.
- There should always be at least two Forum Moderators. It is recommended that the maximum number of Moderators be three.

## **12 STREET CAPTAINS**

### **12.1 Qualifications**

- Must be a full-time resident of a street in the JHAA-defined area.
- Must be current on dues to the JHAA.
- Street Captains may volunteer for the post or may be assigned by the JHAA Officers. More than one Street Captain per street is allowed, particularly for the longer streets in the neighborhood.

### **12.2 Duties of the Street Captain**

- Attend most, if not all, regular meetings of the JHAA.
- All Street Captains are, by default, members of the Neighborhood Improvement Committee (NIC), and should attempt to attend all meetings of the NIC.
- Maintain an email address on the JHAA Yahoo forum and check it regularly to stay in the loop on neighborhood issues and member postings.
- Notify the membership via the Yahoo forum when a house on your street goes up for sale, so that residents may encourage friends to move here.
- Notify the membership via the Yahoo forum when a house sells and new residents move in, so that we can welcome our new neighbors, encourage them to join this email list, and come to meetings.
- Notify the JHAA Officers when a house seems to be going downhill (falling into disrepair, yard not maintained, etc.). These may be rental houses where the owners are not keeping track of things since they don't live here, or the owners may be elderly and may need assistance from our Neighbors in Need volunteers.

- Notify the police and the JHAA membership if you experience or hear of suspicious activity on your street. Example: Solicitors who say they are looking for yard work but are not hauling around any lawn equipment; they may be merely casing the neighborhood to see who is home at any given time of day.
- Distribute paper newsletters and special notices to your assigned street(s) when these are provided by the JHAA Officers or Committee Members. Attach the folded or rolled paper to the outside of the mailbox with a rubber band or tape. Do not put inside the mailbox; the postal carriers will remove and discard non-stamped material from the box before the homeowner ever sees it.
- Street Captains receive no remuneration for the performance of their duties; all positions are filled by volunteers.

### **12.3 Autonomous Action**

Street Captains:

- May contact 311 and other city numbers to report violations of city noise and aesthetics ordinances, leash laws and other legislation.
- May not distribute paper newsletters, special notices or other materials without prior screening and approval of the distribution material by the JHAA Officers.

## **13 COMMITTEES**

### **13.1 Formation of Committees**

- A committee may be formed at the suggestion of any Member and with approval of the Officers.

### **13.2 Duties of the Committee Chairpersons**

- Give a report at the general monthly Member meetings.
- Find a new chairperson if the current chairperson wants to step down.
- Committee Chairpersons receive no remuneration for the performance of their duties; all positions are filled by volunteers.

### **13.3 Autonomous Action**

Committee Chairpersons or committee members:

- May contact 311 and other city numbers to report violations of city ordinances on noise, aesthetics, leash laws and other legislation.
- May not distribute paper newsletters, special notices or other materials without prior screening and approval of the distribution material by the JHAA Officers.
- May not contact city officials on behalf of the JHAA without prior approval of this action by at least one of the JHAA Officers.

### **13.4 Current Committees**

- Neighborhood Improvement Committee  
This group functions as a task force to address neighborhood aesthetics, quality of life and security issues.

- **JHAA Garden Club**  
The purpose of this group is to:
  - encourage beautification throughout the neighborhood,
  - help educate homeowners on the types of trees and flowers in our area and how to properly care for them,
  - help maintain the neighborhood entry markers along with other volunteers who may not be members of the Garden Club.
- **Party Committee**  
This group plans, organizes and coordinates volunteers to help out with neighborhood block parties and other events, such as the annual Fall Festival, the annual Easter Egg Hunt and the mini-holiday party held at the end of the December meeting each year.
- **JHAKids**  
This group organizes kid-centric activities for the neighborhood children, such as the annual Summer Splash, and works with Party Committee on events such the Fall Festival and Easter Egg Hunt.
- **Neighbors in Need**  
This group maintains a list of volunteers willing to help the elderly or the infirm in our neighborhood.

## **14 HANDLING OF ASSOCIATION FUNDS**

### **14.1 Bank Account Funding**

- The JHAA bank account is funded by Member dues and donations.
- Funding from city, state or federal grants is acceptable with the understanding that no political preference or support will be given by the JHAA in return for such funds.

### **14.2 Bank Account Maintenance & Check Writing**

- The Treasurer is responsible for keeping all financial records of the association – collecting dues, depositing dues in the JHAA bank account, writing checks (which must also be signed by the President), etc.
- All checks written on the JHAA bank account require two signatures – that of the Treasurer and the President. This is to provide oversight on all disbursements of JHAA funds.
- Within one month of a new President or Treasurer taking office, the outgoing Officer must go with the new Officer to the bank and add the new Officer to the bank's signature card, and remove any outgoing Officers' names.

### **14.3 Approval of Expenditures**

- Expenditures of less than \$500 for a single item or project may be voted on among the JHAA Officers.
- Large expenditures (those of \$500 or more) must be voted on by the membership. A request for the large expenditure must be posted on the email forum at least one week prior to the next regularly scheduled meeting so that a vote can be taken at the next meeting.

#### **14.4 The Funding of Neighborhood Activities**

The JHAA hosts several events throughout the year for neighborhood adults and children. General membership funds help to support the following events, as well as new events which may be created by the Officers and/or Committees. Admission fees may be required to help offset expenses.

- Annual Easter Egg Hunt – This is a traditional Easter Egg Hunt and spring block party.
- Annual Summer Splash – This is a water party, involving the use of water toys and the renting of an inflatable water slide.
- Annual Fall Festival – This is the largest neighborhood event each year, involving games for the children and food for all.
- Annual Holiday Party – This is a simple affair, involving holiday refreshments offered at the end of the December meeting each year.
- And any other activities and events as may be proposed from year to year.

#### **14.5 Other Costs**

- Promotional Efforts – This refers to the cost for any promotional/publicity materials or services. Examples include annually renewing our domain name (jhaa.org, currently app. \$35 per year) and paying monthly web hosting fees for our public website (JHAA.org). These services may be donated, but in the event they are not, Member dues and donations will help pay for them. (The Yahoo email forum is currently free.)
- Attorney’s Fees – In the event that an attorney is needed for consultation or litigation of any JHAA matter. Examples include subdivision hearings, legal filings of revised covenants, etc. The fees for the hiring of an attorney for legal matters must be approved as per the breakpoints outlined in the “Approval of Expenditures” section.
- Bank Fees – Any monthly or annual fees for maintaining the bank account.
- Gratuities – If JHAA funds are available, end-of-year donations may be made to those who sponsor or help the Association in some way. Examples include a donation to the meeting location provider (currently, St. Mark’s Church), a gift basket or donation to the 4<sup>th</sup> Police Precinct, etc. Gratuities must be voted on by the JHAA Officers.

These costs may be partly or completely funded by donations over and above regular dues.

### **15 ADOPTION AND AMENDMENT OF BY-LAWS**

Adoption of and amendments to these by-laws shall require a majority vote by Member Households, conducted in the manner outlined in the “Voting” section of this document.

### **16 APPENDIX A: MAPS/PLATS**

(graphic file to be pasted in here)