
Wynbrook Neighborhood Association Bylaws

ARTICLE I. NAME

This Association shall be known as the Wynbrook Neighborhood Association. Its principle address will be P.O. Box 240432, Montgomery, AL 36124-0432.

ARTICLE II. PURPOSE

The purpose of the Wynbrook Neighborhood Association is to enhance and preserve the quality of life in the Wynbrook neighborhood.

ARTICLE III. GOALS

The goals of the Wynbrook Neighborhood Association are to provide a forum for Wynbrook residents to address and solve problems affecting the neighborhood, and to disseminate information between Wynbrook residents, city and county governments, and other organizations.

ARTICLE IV. MEMBERSHIP

Membership in the Wynbrook Neighborhood Association is to be open to any person who is a bona fide resident or property owner of the Wynbrook subdivision.

ARTICLE V. DUES

Annual dues for membership in the Wynbrook Neighborhood Association are to be fifteen (\$15) dollars per household per year. The fiscal year of the Wynbrook Neighborhood Association shall be from July 1 until June 30. Annual dues for the ensuing fiscal year shall be payable prior to July 15th. No Member in default of dues shall be entitled to participate in the activities or voting of the Wynbrook Neighborhood Association. The individual Members of the Association shall not be personally liable for the debts incurred by the Association.

ARTICLE VI . OFFICERS

The Officers of the Wynbrook Neighborhood Association shall be President, Vice President, Secretary, and Treasurer. The term of office shall be one year from July through June. Officers may serve two consecutive terms per office held. At the discretion of the Officers, committees may be appointed.

ARTICLE VII . EXECUTIVE COMMITTEE

There shall be an Executive Committee composed of the elected Officers of the Association including the Immediate Past President. The President shall be the chairman of the Executive Committee. He shall have no vote except to break a tie vote of the Committee.

ARTICLE VIII . DUTIES OF OFFICERS

The President serves as the chief elected representative of the Wynbrook Neighborhood Association. Responsibilities:

1. Preside at the meetings of the organization and at all meetings of the Executive Committee, ensuring adequate discussion and timely resolution of issues.
2. Appoint all committees and perform such other duties as are usual to the office, including, after authorization by the Executive Committee, the execution of any legal instruments, except in cases where signing the execution thereof shall be expressly delegated to some other Officer of the organization.
3. Serve as the liaison between the Wynbrook Neighborhood Association and the media.
4. Represent or appoint representatives of the Wynbrook Neighborhood Association as is necessary from time to time.

The Vice-President's responsibilities:

1. Perform the duties of the President in the absence of the President.
2. Perform such other duties as assigned by the President.

The Secretary's responsibilities:

1. Keep accurate records of all meetings of the membership and the Executive Committee.
2. Keep a roster of the membership.
3. Compile minutes of the meetings.

The Treasurer's responsibilities:

1. Receive all money into the organization and keep an accurate account thereof.
2. Make all disbursements after same shall be authorized by the Executive Committee.
3. Keep an accurate account of disbursements.
4. Make a written report monthly, or as requested by the President.

ARTICLE IX. ELECTION OF OFFICERS

The initial Officers shall be in position until June 30, 2003, and shall hold office for one (1) year, or until their successors are duly elected and in place. If a vacancy occurs, nominations to fill the vacancy shall be made at the next scheduled Association meeting and voted upon. General elections will be held at the June meeting of every year. Newly elected Officers take office on July 1.

ARTICLE X. MEETINGS

Regular monthly meetings of this organization shall be held according to a schedule to be approved by the Executive Committee. The President shall set the exact place and time of each meeting. The President may call special meetings at any time. Each Officer shall be notified by the Vice-President or the President as to the time and place of all special meetings.

To have a meeting at which official business may be discussed, voted upon, or policy adopted, a quorum must be present. Ten (10) Members in good standing shall constitute a quorum.

ARTICLE XI. ORDER OF BUSINESS

The order of business shall be:

1. Call to order, introductions
2. Reading of Minutes from last meeting
3. Officers' reports
4. Committee reports
5. Old business
6. New business
7. Remarks
8. Adjournment

ARTICLE XII. BY-LAWS

The by-laws of this organization may only be amended, repealed, added to, or new by-laws adopted if both of the following conditions apply:

1. Written notice of proposed amendments must first be sent by mail or hand delivered to each Wynbrook Neighborhood Association Member.
2. Proposed amendments must be affirmed through a majority vote at regular monthly or special meetings of the Wynbrook Neighborhood Association.