

**RIVERSIDE NEIGHBORHOOD ASSOCIATION
BY-LAW CHANGES 2014**

Article One-Name:

The Name of this organization shall be the Riverside Neighborhood Association, hereinafter referred to as "the Association". "Riverside" refers to the popular or common name of the neighborhood, its location within the city, and a main thoroughfare through the neighborhood.

Article Two-Boundaries:

The boundaries of this Association shall be:

- Beginning at the legal city limit in line with Walnut Street and continuing along Walnut Street;
- 4th Street;
- Parrett Street;
- Adams Avenue;
- Shawnee Drive;
- Sunset Park and waterworks boundary to the legal city limits;
- The legal city limits back to the beginning point.

Articles One & Two were voted into effect 4-17-14.

Article Three-Purpose:

The purpose of the Association is to work with city government and other entities and with all neighborhood residents and property owners to address problems that affect the quality of life inside and outside of the neighborhood.

Among the matters of concern to the Association are:

- Art and cultural advancement;
- Building, health, and safety code enforcement and improvement;
- Crime prevention and law enforcement;
- Historic preservation;
- Litter, trash and graffiti;
- Noise abatement;
- Traffic control, street closings, parking and walkability;
- Zoning.

Article Four-Membership:

1. Eligibility. The following are considered to be eligible to become members of the Association:

- All persons who reside within the Association's boundaries.
- All persons who own real estate within the Association's boundaries.
- All incorporated businesses or incorporated organizations which operate from an address within the Association's boundaries.
- All persons who meet the above must be over 18 years of age.

Having met the above eligibility requirements, a person must register with an officer giving their name, address, email or other contact information. In the case of a non-resident person, the address of the property they own will be required.

- 2. Voting rights.** The following shall have the right to vote on issues brought before meetings of the Association:
- Individual Members of the Association in good standing.
 - Businesses or organizations which are members of the Association, through their designated representative; such representative must demonstrate authorization.
 - No individual shall cast more than one vote on any issue; for example, an individual who may be both a personal Member of the Association and a designated representative of a business organization may cast a vote in either capacity but not both.

Article Five-Officers

- 1. Enumeration.** The Officers of the Association shall consist of a President, a Vice President, a Secretary, Treasurer and 2 members-at-large.
- 2. Duties.** The duties of the Officers shall be those customary for their positions and any duties assigned them by vote of the Members.
 - The President shall preside over and conduct all meetings; create any committees which the program of the Association may require and appoint their chairpersons, appoint Association representatives to UNOE or liaisons to other agencies; be an ex-officio Member of all committees; and be the spokesperson for the Association.
 - The Vice President shall assist the President and, in the President's absence, shall perform the duties of the President.
 - The Secretary shall keep the minutes of all meetings of the Membership, maintain the list of members in good standing and conduct such correspondence of the Association as assigned by the President.
 - The Treasurer shall keep and maintain the financial records of the Association and make a report of all the financial activity at each monthly meeting.
- 3. Election.** The President shall appoint a nomination committee in January to organize a slate of one or more candidates for each office. The Officers shall be elected by a majority vote of the Members in attendance at the March Membership meeting. During the March election, candidates may be nominated from the floor with the nominee's consent. Contested offices shall be voted on by Secret ballot. Terms of office begin April 1 of each year. The Association shall elect two (2) representatives to United Neighborhoods of Evansville, Inc. who will have the Association voting rights at the UNOE General Meetings. They will serve a one (1) year term. If they miss 3 unexcused UNOE General Meetings, they may be replaced at the discretion of the Executive Committee.

4. **Executive Committee.** The Officers of the Association shall constitute an Executive Committee and 2 elected members at large to conduct necessary business of the Association between Membership meetings.
5. **Termination of** an Executive Committee Member for non-attendance. An Executive Committee Member failing to attend two (2) consecutive Riverside General Meetings without notification of absence prior to the meeting shall be automatically deemed to have resigned from the Executive Committee. They will be contacted by another Executive Committee member as to their intention to serve. If a total of 4 meetings are missed (including both Riverside General and Special), then automatic resignation will be assumed. The remaining Executive Committee shall appoint a member to complete the vacated term. All members of the Executive Committee must remain as members in good standing.

Article Six. Meetings of Members.

1. **Time and Place.** Meetings of the Association Membership shall be held monthly at a regular place and time.
 - Permanent changes in the place and time shall be voted on at a Membership meeting.
 - Temporary changes may be made by the President with due notice to the Members.
 - The Executive Committee may eliminate up to three monthly meetings per year because of scheduling problems or lack of business.
 - Special Meetings of the Membership may be called by the President, with due notice to the Members, when circumstances require speedy action by the Association.
 - Locations of all meetings must be held within the boundaries of the Association or within 1250' and be ADA (Americans with Disabilities Act) compliant.
2. **Quorum.** The quorum necessary to do business at a General or Special meeting shall be no less than six (6) Members, two (2) of whom must be an Officer of the Association.

Article Seven-Finance.

1. **Fiscal Year.** The Fiscal Year of the Association shall be from January 1 to December 31.
2. **Expenditures.** All expenditures on behalf of the Association shall be made with the prior approval of the Executive Committee or of the Membership and paid by the Treasurer.
3. **Audit.** In January of each year the President shall appoint a Special Committee to conduct an audit of the Treasurer's records of the financial transactions for the previous year and submit a report at a Membership meeting by the end of the first quarter.
4. **Dues or Fees.** To insure that the services of the Association are equally available to all residents, funding of the Association's activities should be, as far as possible, through grants and voluntary donations of time, services, and money. However, if Membership dues or fees are deemed necessary to carry on the essential functions of the Association, such dues or fees may be established by two-thirds (2/3) vote of the Membership present at a regularly advertised meeting at which a quorum is present.

- The proposed dues or fees must be generally advertised to the Members of the Association one month in advance of the meeting during which they will be acted upon.
- The advertisement shall include the amount of the dues or fees, the specific purpose for which they are being established, and any special privileges that paying such dues or fees shall confer.
- Because Membership in the Association is established by residence or location within the Association's boundaries, in no case shall non-payment of any dues or fees preclude a Member of the Association from attending a Membership meeting and participating in the discussion therein, or from seeking the Association's assistance in matters of concern to the Association.

Article Eight.Communication.

1. Information – when means permit, the Association shall communicate electronically with all members of the Association whose emails are on record or current. If an email address is not on file or current, a best effort attempt will be made to forward any communication.
2. Meeting notice – when business at regular or special Membership Meetings requires special notice under these by-laws, that notice shall use the method of distribution outlined in paragraph one.
3. The Association shall maintain yearly membership dues in UNOE and yearly paperwork. The United Neighborhoods of Evansville, Inc will be informed of Riverside NA meeting date, time and place; change of officers and or 2 duly elected representatives to UNOE. The email is www.office@unoevansville.org as of this writing.

Article Nine.Procedure.

All meetings of the Association shall be governed by Roberts Rules of Order.

Article Ten.Amendments.

Amendments to these By-laws shall be proposed by the Executive Committee and approved by a vote of two-thirds (2/3) of the Membership present at any Membership Meeting at which a quorum is present, provided that the complete text of any proposed amendment has been included in the notice of that Meeting.

Article Eleven.Dissolution.

The Association shall be formerly dissolved by a vote of two-thirds (2/3) of the Membership present at any Membership Meeting at which a quorum is present, provided that notice of intent to dissolve the Association has been given at least sixty (60) days prior to the meeting. Any remaining assets shall be donated to United Neighborhoods of Evansville, Inc for distribution by the UNOE, Inc. finance committee with Riverside's recommendations for the future disbursement of the funds.

If no quorum can be assembled for a Membership Meeting, the majority of the most recent Executive Committee is empowered to dissolve the Association and distribute its remaining assets as described above.

Approved July 17, 2014