

Laurelwood Neighborhood Association Bylaws

Article I – Name

The name of the group shall be Laurelwood Neighborhood Association Incorporated and will henceforth be referred to as LNA.

Article II – Purpose

The purpose of the LNA shall be to promote a better neighborhood and community through group action, so that the quality of life in the area shall be in keeping with social, environmental and cultural needs and interest of the residents. To this end, the LNA may, but is not limited to, sponsoring cooperative planning, research, fund raising, and public education programs as they are deemed necessary, provided they are consistent with one or more of the purposes set out in Section 501(c) (3) of the Internal Revenue Code or any applicable corresponding section of the law, and to do all acts, purposes, and powers authorized by law for nonprofit organizations.

Article III – Boundaries, Membership and Voting

Section 1. The boundaries of the LNA shall be bounded on the north by Ladera Blvd., on the south by Interstate 40 (west), on the east by 72nd Street and on the west by Unser Blvd.

Section 2. Any person who is a resident, who owns property within, or who operates a place of business within the boundaries of the LNA shall be eligible for membership. Memberships shall run annually from March 1st through February 28th of the following year.

Section 3. Voting privileges shall be one (1) vote per membership.

Section 4. Dues shall be fifteen (15) dollars per member per year, payable at each annual meeting of the LNA or via other means such as through the mail or membership drives.

Section 5. Proxies are not permitted in voting at the annual meeting.

Section 6. Non-voting Associate Memberships shall be available to non-resident individuals and businesses for dues of fifteen (15) dollars per year payable each February.

Article IV – Board of Directors

Section 1. The Board of Directors of the LNA will henceforth be referred to as the Board.

Section 2.

A. Number and Election of Directors

The Board shall consist of seven (7) elected directors with staggered tenures of two (2) year terms and up to seven (7) alternate directors with one (1) year terms. At each annual meeting, LNA

members shall elect replacement directors for a term of two (2) years and alternate board members.

B. Eligibility

Any paid member of the association shall be eligible for election to the Board of Directors.

C. Vacancy

- i.) Any vacancy occurring in the Board shall be filled first by one of the alternate directors by affirmative vote of a majority of the remaining Board members, though less than a quorum of the Board. A Board member elected to fill a vacancy shall be elected for the unexpired term of his or her predecessor in office.
- ii.) A vacancy occurring in any of the four (4) offices of the LNA Board shall be filled by affirmative vote of a majority of the Board members. A Board member elected to fill a vacancy in one of the four (4) offices of the LNA shall serve only until the next election of officers.

Section 3. Removal of Board members or Officers

Any Board member or officer of the LNA may be removed by those authorized to elect said Board member or officer whenever, in their judgment, the best interests of the LNA will be served thereby. A Board member may be removed by a majority of the LNA members present at any regular or special meeting called for that purpose. An Officer of the LNA may be removed by majority of Board members present at any regular or special Board meeting called for that purpose.

Section 4. A minimum of four (4) elected Board members shall constitute a quorum for the transaction of business. An alternate director may fill an elected board position to make a quorum and will vote as an elected board member for that meeting only.

Section 5. Only elected Board members shall be eligible to be officers of the LNA. Officers shall be President, Vice President, Secretary, and Treasurer. Officers shall be elected by the board and shall serve for one (1) year.

Section 6. Officer's duties shall be as follows:

President – shall preside at all meetings of the Board and see that orders and resolutions of the board are carried out

Vice-President (Membership) – shall sit in the place and stead of the President in the event of his/her absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of them by the Board. The Vice President shall be responsible to oversee matters of membership, membership drives and the membership committee.

Secretary – shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members, keep appropriate current records showing members' addresses, and shall perform other duties as required by the Board

Treasurer – shall receive and deposit in appropriate bank accounts all monies of the LNA and shall disburse such funds as directed by resolution of the board, shall sign all checks, keep proper books of account, and cause an annual audit of the LNA books at the completion of each fiscal year which will be March 1st through February 28th.

Section 7. Checks of \$200 or less may be signed by the President, Vice President or the Treasurer. Checks over \$200 shall have two (2) signatures of the authorized signers.

Article V – Meetings

Section 1. An annual membership meeting shall be held in the month of March. The time and place of the annual meeting shall be announced to each resident and place of business within the LNA boundaries by mail, delivered by handbills/newsletter or prominently posted signs.

Section 2. Board meetings shall be held as scheduled by the Board. The annual membership meeting will coincide with February's Board meeting.

Section 2A. a special Board meeting shall be held after the annual membership meeting for the purpose of electing new officers. New officers shall take office immediately.

Section 3. No election shall be held at a meeting of the LNA unless the meeting is advertised as noted in Section 1 above.

Section 4. The majority of those present at any meeting shall constitute a majority for the transaction of business at any such meeting.

Article VI – Committees

Section 1. The Board may establish necessary committees at any meeting. The President may also establish such committees. Committee chairpersons shall be appointed by the President. Committee chairpersons and Block Coordinators must be paid members of the association.

Article VII – Amendments

Section 1. The bylaws may be amended at any regular meeting or as deemed necessary. Two-thirds (2/3) of the membership in attendance must approve the amendment(s).

Section 2. Upon amendment of the LNA bylaws, the Secretary shall send copies of the new bylaws, as required, to the New Mexico Public Regulation Commission (formerly known as New Mexico State Corporation Commission), the Albuquerque Office of Neighborhood Coordination and other organizations as directed by the LNA Board of Directors.

Document History:

Amended: 5 June 1991 General Membership Meeting

Amended: 11 November 1993 General Membership Meeting

Printed: 26 June 1995

Amended: 17 April 1995 General Membership Meeting

Amended: April 2000 Annual Membership Meeting

Amended: February 2004 Annual Membership Meeting

Amended: February 2006 Annual Membership Meeting

Amended: February 2007 Annual Membership Meeting

Amended: February 2008 Annual Membership Meeting

Amended: February 2010 Annual Membership Meeting

Amended: May 2015 Meeting