

NEIGHBORHOOD ASSOCIATION BY-LAWS

ADOPTED: _____, 20 ____

PURPOSE: The purpose of _____ Neighborhood Association is to strengthen this portion of Rock Hill through efforts to beautify, preserve the historic identity, support the prevention of crime, and influence planning and zoning decisions through active participation in local government. This organization, working in the spirit of the City of Rock Hill's Empowering the Community, and in cooperation with Historic Rock Hill, will strive to enhance the quality of life in the Central Rock Hill area.

MEMBERSHIP: Membership in the _____ Neighborhood Association shall be open to residents and business in this portion of Rock Hill, civic officials and any other person interested in the purposes of the Association.

EXECUTIVE COMMITTEE: The Executive Committee shall consist of the offices of President, Vice-President, Secretary, and Treasurer, each serving a one-year term. The Vice-President will succeed the President the elections for Vice-President, Secretary and Treasurer will be held at the annual August general meeting. Nominations for the officers will be taken from the floor.

DUTIES: The duties of the officers shall be as follows:

- 1) **President:** The president shall preside at all meetings of the Association and the Executive Committee. The President shall be the representative of the Association at local and outside meetings, unless it is necessary to delegate the power to another representative.
- 2) **Vice-President:** The Vice-President shall assume the duties of the President in the absence of the President. The Vice President shall act as a representative of the Association at Historic Rock Hill.
- 3) **Secretary:** The Secretary shall record the minutes of the general and executive Committee meetings, maintain membership records and notify members of meetings.
- 4) **Treasurer:** The Treasurer shall establish and maintain the Association's book of account, and shall have custody of all funds which shall be deposited in such bank or banks as may be designated by the Executive Committee. The Treasurer shall sign all checks authorized by the Executive Committee. The Treasurer shall present an annual statement to the Association at the regular August general meeting.

VACANCIES: In case of vacancies of any officer through death, resignation, disqualification, disability or any other cause, such vacancy may be filled by a special election at a general meeting in which candidates are proposed from the floor.

MEETINGS: The General meetings shall be held a minimum of once per quarter, and members shall be given timely notice by mail or hand delivery of each meeting. The Executive Committee shall meet as needed and as determined by the President.

AMENDMENTS: These by-laws may be amended at any regular or special meeting of the Association by a majority vote of members present, provided the proposed amendment has been submitted at the previous meeting or to all members in writing at least seven (7) days prior to the meeting.

Resolved that the preceding governing rules are hereby adopted by unanimous vote of the undersigned, who are the initial officers of _____ Neighborhood Association.

President _____ Vice-President _____

Secretary _____ Treasurer _____