

Bowman Heights Neighborhood Association Bylaws

Originally Adopted April 27, 2019

Last Amended March 14, 2022

ARTICLE I. NAME AND PURPOSE

Section 1. NAME.

This organization shall be known as the Bowman Heights Neighborhood Association, Inc. (Herein referred to as "the Association")

Section 2. PURPOSE.

The purpose of this association shall be to

- a.) Promote interest among the members in the neighborhood issues to include, but not limited to, civic, economic, educational, safety, cultural, recreational, and environmental conditions in the Neighborhood and its adjacent areas. For the purpose of this organization, the Association area is defined as that area bounded by:

North -West Abdella St bounded by The Marina Club wall.
South - West Columbus Avenue.
East- North Rome Avenue.
West-North Howard Avenue.
- b.) Inform its membership of public issues impacting the Association including, but not limited to code enforcement, zoning, transportation, sewer, water, and drainage.
- c.) Network with other organizations and entities for cooperation and information.

ARTICLE II. MEMBERSHIP AND DUES

Section 1. MEMBERSHIP.

Membership shall be limited to those having immediate interest in preserving the integrity of the Association and the neighborhood. This is defined as residential property owners, who reside in their homes within the boundaries of the association residents and have a homestead exemption allowable by Florida law. A membership shall be defined as a household and has one (1) vote only at general or special meetings of the Association.

Section 2. CLASSIFICATION OF MEMBERSHIP.

- a.) Regular – Owners whose primary place of residence is a property in the Association, as defined in Article I, Section 2 (a).
- b.) Associate – Other residents of the Association (ie. Renters), the owners of businesses, places of worship, schools etc. Associate members must be approved for membership by the Board of Directors of the Association and may attend meetings but will not have voting privileges.

Section 3. DUES.

Dues shall be \$20 per year, per household for all classes of membership. Additional donations may be made to the Association in support of specific programs or fundraisers.

Dues may be paid by cash or check (made out to Bowman Heights Neighborhood Association) given to the Treasurer. Dues may also be paid via the PayPal account, under account name "sec.bhna@gmail.com."

ARTICLE III. MEETINGS

Section 1. ANNUAL MEETINGS OF MEMBERS.

An annual membership meeting shall be held a minimum of one time a year, primarily in the Fall. The purpose of this meeting shall be to hold the election of the officers and directors for the forthcoming calendar year, while also updating the Association members on issues and hearing concerns. Notice of time and place of the meeting shall be furnished to each member at least seven (7) days previous thereto.

Section 2. SPECIAL MEMBERSHIP MEETINGS.

The President may call special meetings of members at any time on his or her own initiative or by the Vice President or Secretary or at the request of the majority of the Board of Directors. Notice of the meetings and an agenda shall be furnished each member at least five (5) days prior to the meeting, and only such business shall be considered as was specified in the "notice" of meeting.

Section 3. ORDER OF BUSINESS.

At all meetings of the Association, the order of business shall be as follows:

- a.) Call to Order
- b.) Reading of minutes of immediate prior meeting for information and approval
- c.) Reports of Officers
- d.) Reports of Committees, if any

- e.) Election of Directors and Officers, if appropriate
- f.) Unfinished Business
- g.) New Business

Section 4. MEETINGS OF THE BOARD OF DIRECTORS.

Regular meetings of the Board of Directors shall be held quarterly. Special meetings may be called by the President or at the initiative of the majority of the Board of Directors. Three (3) days notice shall be furnished each Director and shall be deemed sufficient notice of such meetings.

Meetings of the Board of Directors may be conducted electronically.

Section 5. GENERAL.

At all meetings of the Association, the proceedings will be conducted in accordance with Robert's Rules of Order. Decisions will be arrived at by the vote of a simple majority vote of those present and voting at a regular or special meeting of the membership, after notification to the membership of the proposed Bylaw changes.

ARTICLE IV. ELECTION OF OFFICERS AND DIRECTORS

Section 1. ELECTION OF OFFICERS.

The officers of the Association shall be elected upon adoption of the Bylaws and at the annual membership meeting to serve in office during the following calendar year. The officers will include a President, Vice-President, Secretary, and a Treasurer. The officers will also serve during their term of office as ex-officio members of the Board of Directors and the President will act as chairman of the Board.

Officers may be re-elected for a maximum of two successive terms in the same position.

Section 2. ELECTION OF DIRECTORS.

The Board of Directors shall consist of three (3) directors, in addition to the current four (4) serving officers. To ensure some continuity, these three directors shall be elected in a staggered fashion. To initiate this rotation, the first election of directors shall be for three (2) directors and for a two (2) year period and one (1) director shall be for a one-year period. All members of the Board must be members in good standing of the Association.

Section 3. VACANCIES.

If any vacancy occurs for any reason among the officers or other directors, the unexpired term of such vacancy shall be filled by Presidential appointment with approval of the Board of Directors.

Section 4. ELECTION PROCESS

The election process must be voted on and approved by a majority of the Board of Directors—it may vary year-to-year based on factors such as inclement weather, global pandemics, and other situations preventing a traditional in-person gathering.

Votes may take place in-person, virtually, or in a hybrid format, so long as all votes are able to be verified by homeowner name and address, along with confirmation of paid dues.

Any issues with election results will be resolved by a majority vote of the Board of Directors.

ARTICLE V. DUTIES OF OFFICERS

Section 1. PRESIDENT.

The President shall preside at all meetings of the Association and of the Board of Directors and shall appoint such committees as he/she or the Board shall consider expedient or necessary.

Section 2. VICE PRESIDENT.

In the absence of the President, the Vice President shall perform his/her duties.

Section 3. SECRETARY.

The Secretary shall keep the minutes of all meetings of the Association and of the Board of Directors and shall submit these for approval at the subsequent meetings and shall keep an updated record of all notices of meetings, Treasurer's reports and minutes. The Secretary shall oversee the distribution of notices for all meetings of the Association and Board and shall perform such other duties as may be required, by the President or the Board. The President or Board of Directors may appoint an Assistant Secretary per the Secretary's request in the event secretarial duties become overburdened or to assist in the absence of the Secretary.

Section 4. TREASURER.

The Treasurer shall collect and have charge of all receipts and monies of the Association, deposit therein the name of the Association in a bank approved by the Board of Directors. The Treasurer shall keep regular accounts of receipts and disbursements, submit records when requested, and give an itemized statement at the annual meeting of the Association.

ARTICLE VI. COMPENSATION

Section 1. COMPENSATION.

Neither the officers, directors, nor members serving on committees shall receive any salary or compensation, other than for necessary expenses approved by the Board of Directors, for their services rendered to the Association.

ARTICLE VII. BANK ACCOUNT

Section 1. BANK ACCOUNT.

The checking account shall require two (2) signatures. Signers on this account shall include the following officers: President, Vice President, Secretary and Treasurer.

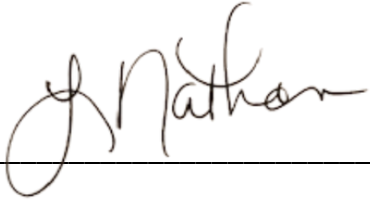
ARTICLE VIII. COMMITTEES

Section 1. COMMITTEES.

The President may appoint standing committees that can include: Membership, Bylaws, Communications (Social Media), and Social.

PASSED and ADOPTED this 19th day of March, 2022

Signed:

Secretary 

Signed:

President 