

University Hills Neighborhood Association BY-LAWS

Original Voted Version: 4/2/04 by Debbie Allen

Revised: 10/2/13 by Jo Ann Murray

Revised: 10/16/13 by Laurie Thompson

Accepted: 11/07/2013

ARTICLE I - NAME AND PURPOSE

Section 1 - Name:

The name of this organization shall be the University Hills Neighborhood Association, commonly referred to as UHNA. It shall be a nonprofit organization incorporated under the laws of the State of Colorado.

Section 2 - Purpose:

The University Hills Neighborhood Association is organized exclusively to improve the quality and vitality of the neighborhood - by providing a forum and opportunity for its residents and property owners to know their community, to share and resolve common concerns and to become well informed on important community issues.

The Association is not organized for profit and no profit shall accrue to anyone by virtue of being a member or officer of the Association.

The purpose of this corporation is:

- to seek and maintain a safe and secure neighborhood, as well as improvements of single and multiple dwellings by residents and absentee homes;
- to facilitate the education of residents regarding all available options open to them relating to the problems of home ownership, zoning rights etc.
- to maintain integrity of homes in University Hills.
- to participate in the observation of and working on zoning problems in University Hills and its surrounding areas.

- to work toward development and preservation of natural green spaces, parks, trees, landscaping and general land use,
- to establish mutual protection and safety,
- to promote recreation and neighborhood events, and
- to improve the safety of the streets through better traffic control.

ARTICLE II - MEMBERSHIP

Section 1 - Eligibility for Membership:

Membership in the Association shall be open to all residents and/or property owners of the University Hills neighborhood or its surrounding areas plus those who are in sympathy with the goals and objectives of the Association. The University Hills Neighborhood is bounded by Colorado Boulevard, Hampden Avenue (US 285), Evans Avenue, and Interstate 25. Four types of membership are available:

UHNA Member - Full Membership is granted to residents of University Hills after completion and receipt of a membership application and annual dues.

Associate Member - Residents whom sympathize with the goals of the association but do not pay dues.

Honorary Member - An honorary life membership can be bestowed upon members with the approval of the majority vote at a General Meeting of the Association. Honorary membership may be conferred upon individuals not otherwise eligible, upon a majority vote of the UHNA.

Business Member - Businesses which operate within the confines of the University Hills Neighborhood may become members upon receipt of annual dues. Membership shall not include voting rights.

Section 2 - Annual dues:

The amount required for annual dues shall be \$20 per a household. A household shall include 2 adults and up to 4 children. Residences with more individuals reserve the option to pay additional dues of \$10 per an adult with an additional 2 children. Continued membership is contingent upon being current on membership dues. A Lifetime membership will be designated to anyone who contributes \$500 or more and shall be referred to as a UHNA Member.

The annual dues amount required for Business Members shall be \$50 per calendar year. Continued membership is contingent upon being current on membership dues. A Lifetime membership will be

designated to any company who contributes \$1250 or more and shall be referred to as a UHNA Business Member.

Section 3 - Rights of members:

No special rights shall accrue to sustaining members. Each UHNA Member shall be eligible to appoint one voting representative per household to cast the member's vote in association elections. A voting member must be 18 years of age or older. To be eligible to vote, a person must have held membership for at least one month and must live within the designated boundaries of University Hills or within 400 feet of the established and recognized boundaries. Renewal memberships have continuous voting rights provided dues are paid at or before the March meeting.

Section 4 - Resignation and termination:

Any member may resign by filing a written resignation with the secretary. Resignation shall not relieve a member of unpaid dues, or other charges previously accrued. A member can have their membership terminated by a majority of the vote of the membership.

Section 5 - Non-voting membership:

Associate Members, Honorary Members, and Board Members are not eligible to vote.

The board shall have the authority to establish and define non-voting categories of membership.

ARTICLE III - MEETINGS OF MEMBERS

Section 1 - Regular meetings:

The Association shall hold a minimum of 2 neighborhood meetings per year. The specific time and place of each meeting shall be set by the President or upon a majority vote of the Association membership.

Section 2 - Annual meetings: The regular meeting in November of each year shall constitute the Annual meeting. The annual budget shall be approved prior to the last meeting of the calendar year to cover the current fiscal year.

Section 3 - Special meetings:

The President or any fifteen (15) members of the Association, with the time and place to be decided by the President or the members calling the meeting, may call a Special Meeting of the Association.

Special meetings may also be called by a simple majority of the board of directors. A petition signed by five percent of voting members may also call a special meeting.

Section 4 - Notice of meetings:

Notice of each meeting shall be given to each voting member by mail, e-mail, listing on UHNA website, OR Nextdoor.com not less than two weeks prior to the meeting. It is the duty of each UHNA Member (including Associate, Honorary, and business members) to keep their e-mail address accurate and up-to-date with the UHNA Board for notification purposes.

Section 5 - Voting:< br /> All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.

ARTICLE IV - OFFICERS AND BOARD

Section 1 - Board role, size, and compensation:

The Board of the Association shall include a President, Vice-President, Secretary, Treasurer, and such other subordinate officers as needed, to be appointed by the Board and voted on by a majority of the UHNA members present at a Regular Meeting. The official term of office for the officers is 1 January until 31 December. The Board shall have a maximum of 9 people with no less than 3 current UHNA members.

Section 2 -Election Procedures and Terms:

Officers and board members shall be elected by a majority vote at the Annual Meeting of the Association and shall serve for a one-year term of office. Officers may be reelected. Vacancies shall be filled at a Regular Meeting of the Association and shall be effective for the remainder of the term of office of the officer or board member replaced.

Section 3 - Meetings and Notice:

Regular meetings shall be held monthly with a minimum of 9 meetings per year.

Section 6 - Officers and duties:

There shall be a minimum of four officers including a president, vice-president, secretary and treasurer.

The President shall preside at all meetings of the Association, and in his or her absence or inability to act, or at his or her request, the Vice-President shall preside. The Secretary shall perform the duties usually belonging to the office. Specifically, the Secretary is to record the minutes of all

meetings and to conduct correspondence as directed. The Treasurer shall maintain financial records of the Association; draw checks and co-sign them, as directed by the President; present at least quarterly financial reports to the Steering Committee and an annual report to the Association at the Annual Meeting. Check signing authority will be a shared responsibility between the President and the Vice/Co-President in addition to the co-signing authority of the Treasurer.

Check signing authority may be granted to an individual other than the above stated individuals upon authorization by vote of the Association's Regular Meeting.

ARTICLE V - BOARD

Section 1 - Board:

The Board shall function as the executive committee of the Association and shall be composed of officers of the Association and Chairpersons and Co-chairpersons of all other existing committees, with the President serving as presiding officer. This Board shall conduct all business of the Association as required and shall meet monthly upon the call of the President or upon the call of three (3) Board members. The Board will meet each month on a date set by the Board members.

The Board may approve expenditures of up to \$50.00 for any unbudgeted expenses. All unbudgeted expenditures of the Association in excess of \$500.00 shall be approved beforehand by the Board prior to final approval by a vote of the Association. All other substantive or procedural committees shall be appointed by the Board, subject to final approval of a majority vote of the Association at the first meeting after the appointments are made.

Committee Chairs will brief the Board at least quarterly to provide updates and to discuss planning and implementation concerns.

ARTICLE VI - AMENDMENTS

Section 1 - Amendments:

These By-laws may be amended at any Regular Meeting of the Association, upon a two-thirds vote of those present and voting, provided that written notice has been delivered to all members of the Association by mail, e-mail, listing on UHNA website, OR Nextdoor.com 72 hours prior to the meeting.

ARTICLE VI - DISSOLUTION

Section 1 - Dissolution:

Upon dissolution of the UHNA, no class or member shall have any right to nor shall receive any assets of the Association. The assets of the Association are permanently dedicated to a tax exempt purpose. In the event of dissolution, the Association's assets, after payment of debts, will be distributed to an organization, which is tax exempt.

CERTIFICATION

These bylaws were approved at a meeting of the neighborhood by a two-thirds majority vote on November 7, 2013.