

# **BYLAWS OF THE LINCOLN PARK NEIGHBORHOOD ASSOCIATION, INC**

## **ARTICLE I – NAME AND ADDRESS**

Section 1 - The name of this Corporation shall be “Lincoln Park Neighborhood Association, Inc.” (Hereafter referred to as the Association), and is organized as a non-profit corporation, registered with the Illinois Secretary of State.

Section 2 – The address of this corporation shall be the residence of the registering agent of the corporation until which time the Board of Directors designates another location at its discretion.

## **ARTICLE II – PURPOSE**

Section 1 – The purpose of the Association shall be

- 1) To encourage and promote community pride in the neighborhood by providing a focus for neighborhood activity and a forum for neighborhood concerns;
- 2) To preserve and enhance the physical character of the neighborhood by encouraging maintenance, revitalization, and beautification of buildings and grounds, and by encouraging the renovation of existing buildings rather than their demolition and replacement;
- 3) To be a voice for common neighborhood interests by acting as a liaison with local government and with institutions, schools, and businesses in and around the neighborhood, and to work with other neighborhood associations on common problems;
- 4) To encourage and facilitate vigorous citizen participation in governmental processes, especially those involving education, land use, zone changes, traffic patterns, and street modifications; and
- 5) To encourage citizen participation in activities affecting the quality of life in the neighborhood and in Springfield.

Section 2 – The Association is and shall remain a non-profit organization, and no part of the net earnings shall inure to any individual member.

## **ARTICLE III – MEMBERSHIP**

Section 1 - There shall be four categories of membership in the Association: Regular, Business, and Associate & Charter.

Section 2 - A Regular Member of the Association shall be any person over the age of eighteen residing within the Association's boundaries. In order to vote, a member must be in good standing with the Association and be current on annual dues. Each household has one (1) vote.

Section 3 - A Business Member of the Association shall be any person, firm, or corporation operating a place of business within the Association's boundaries. Non-Residential property owners will be classified as a Business Member and entitled to one membership only in the Association.

Section 4 - An Associate Member of the Association shall be any person, firm, or corporation who neither resides, owns property, nor operates a place of business within the Association's boundaries, but nevertheless, maintains an interest in the Association and its purposes. Associate members shall have the privilege of the floor, but have no voting privileges and cannot hold office.

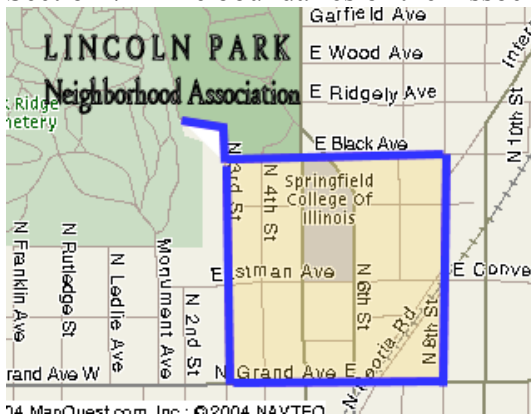
Section 5 – A Charter Member of the Association shall be persons engaged in founding the Association and forming the preliminary membership. These members include: Michael Mandelski, Chris Mandelski, Erin Connelly, Jim Trotter, Kara Trotter, Jim Moser, Rich Huelskoetter, Debbie George, Michelle Bretscher (Registering Agent) and Dave Bretscher. Active Charter members shall enjoy the same privileges and as Regular Members.

Section 6 - The annual dues for the Association memberships will be set as follows:

- Regular Membership - \$15.00 Yearly (Voting privilege & Newsletter)
- Business Membership - \$25.00 Yearly (Voting privilege, Newsletter & Newsletter advertising)
- Associate Membership - \$ 5.00 Yearly (Newsletter)

Membership is good for one year.

Section 7 – The boundaries of the Association shall be defined as follows:



Southern Boundary:

Properties bordering the north side of North Grand Avenue between 2<sup>nd</sup> and 8<sup>th</sup> Streets

Northern Boundary:

Properties bordering Black Avenue between 1<sup>st</sup> and 8<sup>th</sup> streets

Eastern Boundary:

Properties bordering 8<sup>th</sup> Street between Black Avenue and North Grand Avenue

Western Boundary:

Properties bordering 3<sup>rd</sup> Street between Black Avenue and North Grand Avenue

Since our southern boundary adjoins Enos Park Neighborhood Association (EPNA), some properties on the northern side of North Grand, on 8<sup>th</sup> and also on Peoria Road will make up the boundary and so shall be shared with EPNA.

#### **ARTICLE IV - MEETINGS**

Section 1 - Regular meetings of the Association shall be held at least quarterly (January, April, July & October) and may be held more often as determined by the Executive Committee. Meetings will be held on the third Thursday of the month at St Joseph School Cafeteria unless the membership is otherwise notified.

Section 2 - Special meetings may be called by the President of the Association, by a majority of the Officers elected to conduct the business of the Association, or a petition containing signatures of no less than 25 voting members of the Association.

Section 3 - The members present at a meeting shall constitute a quorum. In the event that there is not a consensus of how a meeting should proceed, Roberts' Rules of Orders will be followed.

Section 4 - Notice of regular meetings - shall be written and be provided to members in good standing no less than 5 days prior to said meeting. Notice may be provided by mail, email, or delivered by canvassing the neighborhood. Official notice will be provided in English.

Section 5 - The Executive Committee shall meet at least quarterly, prior to the regular meetings. A majority of the Executive Committee shall constitute a quorum. These meetings shall be open to any members of the Association.

#### **ARTICLE V - EXECUTIVE COMMITTEE**

Section 1 - The elected officers and the immediate past President shall constitute the Executive Committee of the Association.

Section 2 - The Executive Committee shall supervise the affairs of the Association in accordance with its stated purposes and policies; set the agendas for the regular meetings; transact any business between meetings of the Association and report thereon at the next meeting; and make recommendations to the general membership on matters before the Association.

#### **ARTICLE VI - OFFICERS**

Section 1 - The officers of the Association shall be the President, Vice President, Secretary, Treasurer Urban Planning Director, Neighborhood Safety & Crime Prevention Director and Social Program Director.

Section 2 - Officers shall assume their duties in January and shall serve for one two-year term or until their successors are duly elected. Officers shall not serve in the same office for more than (2) two consecutive term.

Section 3 - Any regular, business, or charter member of the Association is eligible for election to office.

Section 4 - Officers shall be elected at the fall meeting by a simple majority vote of regular members present.

Section 5 - At the summer meeting, the President shall appoint a nominating committee of at least (3) three members. The nominating committee shall present a slate of one or more nominees for each office at the fall meeting. Nominations from the floor shall be allowed at this time also.

Section 6 - Vacancies in office shall be handled as follows:

- 1) In the event the President is unable to complete his/her term, the Vice President shall become the President for the unfinished portion of the term.
- 2) Vacancies in offices other than the President shall be filled for the unfinished portion of the term by the Executive Committee.
- 3) Unexcused absences as determined by the Executive Committee from (3) three consecutive meetings shall constitute a vacancy of office.

## **ARTICLE VII - DUTIES OF OFFICERS**

Section 1 - The President shall be the principal officer of the Association and shall:

- 1) Preside at all meetings of the Association;
- 2) Be the sole spokesperson for the Association, except that the Executive Committee may designate another member to serve in this capacity as necessary.
- 3) Appoint committee chairpersons including a Business Liaison to address business concerns with the approval of the Executive Committee.
- 4) Sign with the Treasurer or any other proper officer of the Association authorized by the Executive Committee, all checks, contracts and other legal documents.
- 5) Serve as the Association's primary representative to the Council of Neighborhood Associations. Other officers or members may act as representative on occasion as appointed by the President.

Section 2 - The Vice President shall:

- 1) Be empowered to sign any documents as authorized by the Executive Committee. This may be done in the event of an emergency during the absence of the President or due to the President's inability or refusal to act.
- 2) Act as special assistant to the President and represent the President whenever so designated.
- 3) Perform such other duties as requested by the President or Executive Committee.

Section 3 - The Secretary shall:

- 1) Keep minutes of the proceedings of all meetings of the Association.
- 2) Preserve in file all records of value to the Association.
- 3) Maintain a current roster of membership indicating the name, address, and telephone number of each member as well as his or her classification of membership.
- 4) Conduct the correspondence of the Association
- 5) Sign with the President all contracts and legal documents.
- 6) Ensure that the Association newsletter is delivered to active membership on a quarterly basis.
- 7) Perform such other duties as requested by the President or Executive Committee.

Section 4 - The Treasurer shall:

- 1) Collect membership dues and keep records of paid members.
- 2) Maintain custody of all financial records of the Association and deposit all such funds that are collected in a bank approved by the Executive Committee.
- 3) Pay all bills and distribute funds by check only upon receipt of a bill. The Treasurer and the President with the approval of the Executive Committee must sign all checks.
- 4) Submit a written financial report at each meeting and give a copy to the Secretary.
- 5) Perform such other duties as requested by the President or Executive Committee.

Section 5 - Urban Planning Director:

This director will be appointed as delegate to attend Park District Meetings and shall be responsible for all communication between the Association and the Park District. The committee shall be responsible for communicating with neighborhood residents and investigating and advising the executive committee about issues involving land use, development, zoning, housing standards enforcement, quality of life, and impacts associated with any projects in the neighborhood.

Section 6 - Neighborhood Safety & Crime Prevention:

This director will be appointed as delegate to the Springfield Police Department, especially Neighborhood Patrol Officers within the area. The committee shall be responsible for expanding the active Neighborhood Watch Program within the Association boundaries by organizing Block Captains and assuring patrol officers attend quarterly meetings to address the membership on safety and the impacts associated with crime in the area.

Section 7 – Social Activity Director:

This director shall be appointed to organize Association activities such as fundraisers and social events. The committee shall be responsible for recruiting neighbors to provide food and beverage for regular membership meetings, as well as games and entertainment for children (3-12 years of age during meetings.)

Section 8 - Each officer shall deliver to his or her successor within 15 days after retiring from office, all records, papers, and other property belonging to the Association unless otherwise directed by an Executive Committee decision based on a majority vote.

**ARTICLE VIII – FISCAL YEAR**

Section 1 – The fiscal year of the Association shall end on the 31st day of December.

**ARTICLE IX - AMENDMENTS**

Section 1 - These bylaws may be amended by a simple majority vote of the membership present at a regular meeting, provided that the full text of such an amendment has been given to the membership at least ( 10 ) ten days prior to the date the amendment will be considered.

**ARTICLE X - DISSOLUTION**

Section 1 – In the event that the Association becomes inactive or dissolves, all monies in the general fund shall be distributed to a tax-exempt organization approved by a simple majority of the members of the Association attending the meeting at the time of the dissolution.

ADOPTED By a majority vote of the Charter Membership Meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
President

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Treasurer