



North East Main Neighbors United Bylaws

ARTICLE I: Name

The name of the organization/agency/group shall be North East Main Neighbors United (NEMNU)

ARTICLE II: Location

The geographical area of NEMNU shall be the area located in the City of Rochester, NY, bounded by the north side of East Main Street to the south, the east side of Culver Road to the west, both sides of Cedarwood Terrace to the north and both sides of Jersey Street to the east. These borders may be adjusted by vote of the membership at any time in the future.

ARTICLE III: Mission Statement

The North East Main Neighbors United mission is to maintain, improve, and enhance the quality of life in the neighborhood by addressing safety issues, providing social activities, communicating with residents and local government, promoting beautification projects, linking needs with resource opportunities, and developing cooperative efforts with businesses and neighborhood groups.

ARTICLE IV: Membership

Section 1: Membership on individual basis shall be open to all adults who live within or near the borders and promote the Mission Statement of NEMNU.

Section 2: Adults (18 years or older) may become members by paying to the Treasurer for the current calendar year January to December. Payment of dues shall entitle the member to vote on NEMNU issues and elections. Members shall provide an address and contact info.

Section 3: The Board will determine the yearly membership fees

Section 4: Membership on an organizational basis shall be open to all associations, corporations, partnerships or other organizations within or near the NEMNU borders,

whether or not organized for profit, which have an interest in promoting the objectives and purposes of NEMNU.

Section 5: The Board of Directors shall make the final decision as to the eligibility of adults and organizations applying for membership

Section 6: Definition of a “member in good standing” is a person who has paid up to date dues.

ARTICLE V: Board of Directors

Section 1: The affairs and business organization shall be managed by the Board of Directors, also referred to as the Board. The Board will consist of elected members in good standing who agree to understand and uphold the bylaws. The term of a member of the Board of Directors will be two years after election.

Section 2: The Board will determine if there is a change between Co-Chairperson vs President/Vice President prior to elections.

Section 3: The Officers of the Board of Directors include: President, Vice President (or Co-Chairpersons), Secretary, Treasurer, and Members At Large.

Section 4: If there are Board vacancies, the Board may vote to fill them.

ARTICLE VI: Officers

A. President/Co-Chairpersons

Section 1: Shall be a member(s) of the Board of Directors

Section 2: Shall be the chief administrative officer(s) of the organization

Section 3: Shall determine time, place and location of the meetings

Section 4: Shall preside over all Board and membership meetings and provide a written agenda for the meetings

Section 6: Shall act as the official spokesperson for any public function

Section 7: Shall sign contracts and documents after review with the Board

Section 8: Shall appoint chairs of standing committees

Section 9: Shall suggest and recruit members for ad-hoc committees for special projects

B. Vice President (if the title of President is in place)

Section 1: Shall be a member of the Board of Directors

Section 2: Shall take the responsibilities of the President in her/his absence.

Section 3: Shall be responsible for any duties that assist the President in managing the organization.

C. Secretary

Section :1 Shall be a member of the Board of Directors

Section 2: Shall be responsible for taking attendance in writing at the Board and membership meetings

Section 3: Shall be responsible for the recording of minutes of Board and membership meetings on a monthly basis

Section 4: Shall notify the membership of all meetings via the website and email

Section 5: Shall be responsible to provide records and correspondence to the President (Co-Chairpersons) on a monthly basis

D. Treasurer

Section 1: Shall be a member of the Board of Directors

Section 2: Shall take charge of the funds of the organization

Section 3: Shall collect and record all dues paid by the membership

Section 4: Shall pay all bills and debts authorized by the Board

Section 5: Shall maintain accurate records of accounts and bank statements

Section 6: Shall present in writing an annual report within the first quarter of the following calendar year

Section 7: Shall deliver a monthly financial statement to the Board and at monthly membership meetings

E. Members at Large

Section 1: Shall be a member(s) of the Board of Directors

Section 2: Shall represent the general membership concerns and interests particularly those that arise outside of the standing committee structure and report those to the Board

Section 3: Shall conduct projects to further the goals of the organization

ARTICLE VII: Meetings

A. Board of Directors

Section 1: Meetings will consist of all elected officers and/or any guest that has been authorized by the President (Co-Chairpersons)

Section 2: Meetings will be held on a regular basis. Date, time and location are determined by the President (Co-Chairpersons)

Section 3: An agenda will be prepared and distributed at the meeting by the President (Co-Chairpersons)

B. General Membership Meeting

Section 1: Meetings will be held on a regular basis. The date, time and place will be determined by the president (Co-Chairpersons)

Section 2: An agenda will be presented by the President (Co-Chairpersons)

ARTICLE VIII Elections

Section 1: Prior to elections the Board of Directors will determine if the position of President will become Co-Chairpersons or visa versa

Section 2: Elections will be held every 2 years in the 4th quarter of the second year. Elected positions begin January 1st of the following year

Section 3: An Election Administrator volunteer will be appointed by the President (Co-Chairpersons). The Administrator must be a member in good standing

Section 4: The members of the Board will declare if they are running for reelection

Section 5: The membership will be notified by the Election Administrator via email that nominations are open for all positions and members should email any interest to a neutral email address within 7 days

Section 6: Each candidate should supply a statement of their platform to the Election Administrator who will send the statements to the membership via email.

Section 7: In the event there are no nominations, the current Officers will remain unless they have declared to step down

Section 8: In the event there are nominations, the membership will be notified by the Election Administrator to vote within 14 days

Section 9: The Secretary or Treasurer will provide a list of the membership in good standing and their emails to the Election Administrator

Section 10: The votes will be counted by the Election Administrator. The results will be reported at the close of the 14th day to the Nominees, Board of Directors and general membership

Section 11: New Leadership will review the Bylaws and request comments and suggestions from the membership