

## **Wedgwood South Neighborhood Association**

### **ARTICLE I - NAME**

The name of this organization shall be the Wedgwood South Neighborhood Association (WSNA), a non-profit organization and is not a tax deductible.

### **ARTICLE II –OFFICE**

The association's principal office shall be the residence of the Association's President. The Executive Committee may designate another location at its discretion. The official mailing address is W.S.N.A., P.O. Box 331314, Fort Worth, TX 76163-1314.

### **ARTICLE III –BOUNDARIES**

The boundaries of the Association:

Northern Boundary – South side of Altamesa from Hulen Street to Woodway Drive.

Eastern Boundary – West side of Woodway Drive

Southern Boundary – All streets north of Candleridge Creek except Cinnamon Hill

Western Boundary – East side of Hulen Street

### **ARTICLE IV –PURPOSE**

The purpose of the Wedgwood South Neighborhood Association, a non-profit organization, is to provide an organized framework to promote, preserve, and enhance the quality of life and values in the Wedgwood South neighborhood by:

Extending opportunities to residents, landowners, entrepreneurs, and other interested parties through education about neighborhood and community affairs and local topics of immediate interest;

Elevating and promoting the image of the neighborhood;

Encouraging a sense of pride and identity among the association members;

Establishing a direct line of communication with members of the City Council, City Managers offices, Code Enforcement, and Neighborhood Police Officers;

Advising on available funding, loans, and programs designated for the betterment and improvement of older Neighborhoods;

Providing a forum for-the airing of grievances; and

Familiarize residents, landowners, and entrepreneurs about the association and its purposes.

## **ARTICLE V-POLICIES**

Section 1. The Wedgwood South Neighborhood Association shall be a nonpartisan organization and shall not support candidates for public office, however all candidates may be invited to WSNA meetings. The Association may take positions on issues. All action appropriate to sustain an approved WSNA position must be authorized by Executive Committee before the President or the President's representative may so act.

Section 2. The Association shall never be operated for the primary purpose of profit and no part of its earnings or membership fees shall be used to the benefit of private individuals.

## **ARTICLE VI –MEMBERSHIP**

Section 1. There shall be three categories of membership in the Association: regular, business, and associate. The membership roster shall be for the sole purposes of the WSNA Executive Committee to maintain records and communicate with members.

Section 2. A regular member of WSNA shall be any person over the age of eighteen residing and/or owning residential property within the Association boundaries. Each adult living in a residential property has a voting privilege. A definition of living-in is an adult being a parent, son, daughter, aunt, and / or uncle.

Section 3. A business member of WSNA shall be any person, firm, or corporation operating a place of business within the Association's boundaries, provided, however, that each such business shall be entitled to one membership only in the Association

Section 4. An associate member of WSNA shall be any person, firm, or corporation who neither resides, owns property, nor does business within the neighborhood, but nevertheless, maintains an interest in the Association and its purposes. Associate members shall have the privilege of the-floor but no vote.

## **ARTICLE VII -SOURCES OF REVENUE**

Section 1. Annual dues for each category of membership shall be recommended by the Executive Committee and approved by a majority vote of the members in attendance at the meeting in which a dues change is considered. Dues shall be paid by December 31<sup>st</sup> for the following calendar year. Members shall be considered in arrears if their dues are not paid by January 31.

Section 2. WSNA may engage in fund raising activities related to its purposes. The Executive Committee may accept on behalf of the Association any contribution, gift bequest, or device for the general purpose or for any special purpose of the Association.

## **ARTICLE VIII – GENERAL MEMBERSHIP MEETINGS**

Section 1. Regular meetings of WSNA shall be held at least quarterly and more often as determined by the Executive Committee. Special meetings may be called by the President or Vice President or any five (5) members. Written notification of meetings shall be provided to all members at least five (5) days in advance. For clarification purposes this paragraph addresses at least five members that have a complaint by email or regular mail to the President concerning all residents such as street problems, utility problems, lighting of street problems, etc.

Section 2. The members present at a meeting shall constitute a quorum.

Section 3. The Executive Committee shall meet as required, usually on a monthly basis. These meetings shall be open to interested members of the Association.

## **ARTICLE IX -EXECUTIVE COMMITTEE**

Section 1. The four (4) 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.

Section 3. The Executive Committee Officers January 1 (one) and shall serve for two (2) years until their Successors are duly elected. Officers shall not serve in the same office for more than two (2) consecutive terms unless there is no opposing candidate that would like to serve in that specific capacity.

## **ARTICLE X – EXECUTIVE BOARD**

Section 1. The Executive Board consists of the Executive Committee and Board/Committee Chairs as needed. Each shall have a voting privilege at Executive Board meetings. General membership, business Membership, associate membership, and guests do not have voting privileges, only participation with discussion of specific subjects. The Executive Board members present at a meeting shall constitute a quorum.

Section 2. Any regular member living within the boundaries of WSNA is eligible for election to office.

Section 3. Officers shall be elected at the September meeting by a simple majority vote of regular and business members present.

Section 4. At least two months prior to September elections the President shall appoint a nominating committee of at least one but not more than three members. The nominating committee shall present a slate of one or more nominees for each office at the September meeting. Nominations from the floor shall be allowed at this time also. Officers shall be elected at this meeting.

Section 5. Vacancies in office shall be handled as follows:

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

**ARTICLE XI -DUTIES OF OFFCERS**

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

- A. Preside at all meetings of the Association.
- B. Be the sole spokesperson for WSNA, except that the Executive Committee may designate another member to serve in this capacity as necessary which is usually the Vice President.
- C. Appoint committee members and chairmen with the approval of the Executive Committee.
- D. Sign with the Secretary or any other proper officer of WSNA authorized by the Executive Committee, all contracts and other legal documents.
- E. Serve as the Association's primary representative to the Fort Worth League of Neighborhoods.
- F. Shall be empowered to vote in meetings of the general membership and the Executive Board only when necessary to break a tie vote.
- G. Be on the WSNA checking account and shall co-sign checks with the Treasurer. Have access to the WSNA Debit Card.

Section 2. The Vice President shall:

- A. Act as special assistant to the President and represent the President whenever so designated.
- B. 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.
- C. Be responsible for maintaining, preparing, and distribution of the Association's newsletter and website.

- D. Perform all such duties as requested by the President or Executive Committee.
- E. Be responsible for the Block Captain program including recruiting, training, and distribution of information to the members.
- F. Be responsible for cleaning, maintaining, and distribution of July Fourth flags,
- G. Be on the WSNA checking account and shall co-sign checks with the Treasurer. Have access to the WSNA Debit Card.

Section 3. The Secretary shall:

- A. Keep minutes of the proceedings of all meetings of the Association.
- B. Preserve in file all records of value to the Association. Specific information concerning animals at a residence needs to be formally tabulated from the membership form, given to the Vice President for distributing to each appropriate Block Captain. This information is for information only. In case there is a fire at a residence with no resident at home, fire fighters can be informed that animals could be inside the residence and are at risk.
- C. Sign with the President all contracts and legal documents.
- D. Conduct the correspondence of the Association.
- E. Perform such other duties as requested by the President or Executive Committee.
- F. Be a permanent member of the Hospitality-Welcoming Committee.

Section 4. The Treasurer shall:

- A. Have charge of all funds of WSNA and their deposit in a financial Institution in WSNA's name as approved by the Executive Committee.
- B. Pay all bills and distribute funds as authorized by the Executive Committee.
- C. Present financial status report at each meeting.
- D. Keep itemized and complete records of all receipts and expenditures in a permanent file.
- E. Perform such other duties as requested by the President or Executive Committee.
- F. Maintain a current roster of membership indicating the name, address, email, and telephone number of each member as well as his/her classification of membership.

- G. Create and update the yearly budget with the WSNA Board.
- H. Be on the WSNA checking account and shall co-sign checks with the President or Vice President. Have access to the WSNA Debit Card.
- I. Be the keeper of P.O, Box key and storage unit key.
- J. Shall be responsible for a yearly inventory of the storage unit.
- K. A membership card will be given or sent by UPS at time of payment.
- L. File Texas Non-Profit Periodic Report with TX Secretary of State each year.  
File Texas Franchise Tax - No Tax Due Report each year.

Section 5. Board/Committee Chair will consist of Traffic, Hospitality-Welcoming Committee, Citizen on Patrol, Crime Watch, Board Member at Large, Gas Drilling Committee, etc. shall:

- A. Serve as chairs of standing committees as appointed by the President.
- B. Provide advice and assistance in carrying out WSNA activities.
- C. Perform other duties as requested by the President or Executive Committee.

Section 6. Each officer shall deliver to his/her successor within fifteen (15) days after retiring from office, all records, papers, key to storage unit and other property belonging to the Association.

## **ARTICLE XII – PARLIAMENTARY AUTHORITY**

The rules contained in the edition of Robert's Rules on Order Newly Revised shall govern proceedings of the Association.

## **ARTICLE XIII -AMENDMENTS**

These bylaws may be amended by a two-thirds (2/3) affirmative vote of the regular and business members present and voting at a regular meeting, provided that notice of such an amendment has been given to the membership at a previous regular meeting. A full text of such an amendment shall be furnished to all members at least ten (10) days prior to the date the amendment will be considered.

## **ARTICLE XIV –DISSOLUTION**

Wedgwood South Neighborhood Association may be dissolved in the same manner as the procedures outlined in ARTICLE XIII, provided that the disbursement of all monies and properties be acted upon prior to dissolution, and in accordance with the requirements of the Texas Non Profit Corporation Act then in existence.

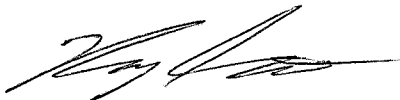
ADOPTED by a majority vote of the membership at the regular scheduled meeting held on the 5<sup>th</sup> day of October 1999.

Leticia Holt (signed)  
President

Revised by a majority vote of the membership at the regular scheduled meeting held during Springfest, 21 May 2011.



Jesse P. Martinez  
President, WSNA



Ray Smith  
Vice President



Rick Vranas  
Treasurer

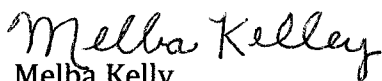


Tom Crump  
Secretary



Earl Wilson  
Immediate Past President

Board of Directors:



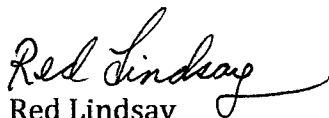
Melba Kelly  
Hospitality Chair



Arnold Barkman  
COP Chair



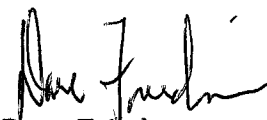
John Huebener  
Crime Watch Chair



Red Lindsay  
Traffic Chair



Walt Kerr  
Gas Drilling Chair



Dave Friedman  
Member at Large