

Bylaws for the Fisher's Creek Neighborhood Association

November 2004

Name: Fisher's Creek Neighborhood Association (FCNA)

Boundaries: North - 34th street
West - 174th Avenue
South - 44th Street (quarry boundary)
East - 192nd Avenue

Mission Statement: The mission of the Fisher's Creek Neighborhood Association is to preserve, protect, and enhance the quality of life in the Fisher's Creek neighborhood. It is through this effort that we strive to increase community awareness, and be proactive on those issues that affect residential property values.

Purpose: The FCNA is a permanent organization to promote, preserve and protect the quality of life within the boundaries of the neighborhood and the community in general. The FCNA will represent this neighborhood to the City of Vancouver on general neighborhood issues. The FCNA will not enforce current codes, covenants, and restrictions in force within the neighborhood association boundaries.

Membership: Membership of the FCNA is open to all residents, all homeowners, and one representative of each business and/or non-profit organization within the neighborhood boundaries.

Conduct of Membership: At any time in the public's eye, any member of the FCNA will:

- a) Act as a representative of the FCNA only if directed by the Association.
- b) State clearly, in advance, whether an opinion or statement is his/her own or represents the FCNA.

If a Board member of FCNA violates this code of conduct, or misses 3 consecutive meetings of the Board, the Board member may be reassigned or with a two-thirds vote of the Board, may be removed from office.

Officers of the Executive Board: Officers of the FCNA shall be a president, vice president, secretary, treasurer and no more than 4 members at large.

- a) President- To act as the primary meeting coordinator and preside over all general meetings. This position is limited to a two- year term.
- b) Vice President- To assist all duties and perform the function of president in that person's absence.
- c) Secretary- To act in conjunction with the officers and keep minutes of all Association general meetings, and to prepare correspondence for the Association. Meetings notes shall be submitted to the executive board for approval within one week after the meeting.
- d) Treasurer- Maintain the financial records for the association.
- e) Member at Large- Members at Large will serve as members of the executive board. The Members at Large are neighborhood association members elected to serve on the Executive Board representing the general membership on a variety of issues.

Voting: To be a voting member, resident must be 18 years of age or older. Each business or non-profit organization within the boundaries of the Neighborhood Association may designate one (1) person to be a voting member and that person must be 18 years or older. [Note: Developers and or owners of unimproved land/lots held for resale and/or development, within the Neighborhood Association boundaries are considered a business and therefore only eligible for one vote regardless of the amount of lots owned.] Voting may be by voice, show of hands or by secret ballot, as decided by the members in advance of voting. Written proxies will also be honored if the participant states their home address, signs and dates the document and designates a voter for his proxy. That designated voter must be present at the meeting to participate. Absentee ballots may be prearranged with a Board member and submitted with a signature. Absentee ballots must be in a board members possession no later than 9:00 p.m. of the night before the meeting day. Anyone submitting an absentee ballot will be deemed present for voting purposes.

Election of Board Members: Board members shall be elected annually at a general meeting in May, and take office at the first board meeting in June. The election of officers shall be conducted at the first board meeting following the general meeting. Husbands and wives or in house partners shall not serve on the FCNA board at the same time. Elections to fill vacant positions shall be held at the next called meeting. For any election that results in a tie, another vote will be taken immediately, and if there is another tie vote, then the election will be decided by the flip of a coin.

Dissent: Adequate time and avenues for minority dissent and appeal of actions taken by the association must be provided by the FCNA. Matters may be addressed by using the Community Mediation Service, as provided by the City of Vancouver Office of Neighborhoods if both parties consent.

Committees: Special Committees to address specific issues or activities will be created by the board. All committees shall have chairpersons. Committee chairpersons may choose to serve on the Executive Board during the duration of their service with voting rights. If they choose not to be on the board, they may be asked to attend Executive Board Meetings at the discretion of a Board Member.

Meetings: The Executive Board shall meet as necessary. A general meeting shall be held not less than once each year, but the Executive board as necessary may call other meetings. An agenda will be published any time a meeting is called. All decisions must be reached by a majority vote. In a general meeting, a quorum is reached with 10 or more votes represented by persons attending, by written proxy or by signed absentee ballot.

Attendance: Members will be asked to sign an Attendance Roster at every general meeting.

Bylaw amendments: These bylaws may be amended at any general meeting by a majority vote of the attending or written proxy of the voting membership. The proposed amendments must be submitted in writing to the Executive Board no less than thirty (30) days prior to the next general meeting.

Newsletter: The Executive Board shall appoint the Newsletter Editor. The newsletter will be published no less than twice a year, and contents will be reviewed and approved by the Board before publication.

Dissolution of Association: The FCNA may dissolve itself by taking a vote in the same fashion as any issue is decided. Any remaining NA funds will be donated to the City of Vancouver, Office of Neighborhoods after association debts are paid.

Funding: *No dues will be required of members.* Voluntary contributions, contracts, grants or fund raising activities may be used for the FCNA as desired. Customary basic operating expenditures will require approval by the majority of the sitting Executive Board.

Approved by majority vote dated _____

President's signature _____