



Marina District Neighborhood Association

Organizational Bylaws

Purpose:

The purpose of the Marina District Neighborhood Association is to:

- Improve and maintain our home and property values
- Promote pride of place
- Maintain a safe community
- Build a spirit of neighborhood

Neighborhood Boundaries:

The Marina District Neighborhood boundaries are:

- Oshkosh Avenue to the north (south side only);
- Witzel Avenue to the south (north side only);
- Fox River to the east; and
- N. Sawyer Street to the west (east side only, including the boulevard).

Membership:

All residents, property owners and businesses that lie within the above stated boundaries are eligible for membership in the Marina District Neighborhood Association. Membership is on a voluntary basis.

Meetings:

An annual membership meeting will be held each year and will be noticed to all residing within the boundaries via email, flyer, and/or advertising with signage throughout the neighborhood. Additional meetings may be called for organizing purposes. General membership meetings will be organized by the steering committee.

Decision-Making/Voting:

Marina District Neighborhood Association members are eligible to vote on all matters brought before the association. Decisions are to be made by consensus, whenever possible. The steering committee shall have the option of calling for a majority vote by show of hands or secret ballot at any membership or steering committee meeting. Decisions are made by those present at all properly announced meetings of the Neighborhood Association or steering committee. Parties residing outside of the Neighborhood Association boundaries may take part in debates but are not allowed to vote.

Fundraising:

There are no fees or dues required for membership in the Marina District Neighborhood Association. Donations and grants are accepted and fundraising is encouraged and monitored by the steering committee. All monies raised will be used to pursue the purpose and goals of the Marina District Neighborhood Association. The steering committee will develop a system to oversee funds raised by the association.

Steering Committee:

The Marina District Neighborhood Association is led by a steering committee consisting of at least five (5) but no more than twelve (12) members who volunteer on a two year basis. Any resident, property owner, or business representative aged 18 years or older is eligible to be a member of the steering committee. All votes taken by the steering committee must follow the decision-making process outlined within this document.

For the inaugural year, October 2014–October 2015, members of the steering committee will volunteer on a first come, first appointed basis. Should there be more than twelve (12) members to volunteer to serve during the inaugural year; the steering committee will be selected by placing all volunteers in a jar for appointments to be made randomly. During the inaugural year, appointments for one (1) year terms and for two (2) year terms will be determined at the first meeting of the steering committee.

After the inaugural year:

- Terms of steering committee members are staggered.
- Term limits for steering committee members will be two (2) years.
- No individual shall serve more than two consecutive terms.
- Once open seats become available, steering committee members will be nominated and elected, as needed, by those in attendance at the Marina District Neighborhood Association's annual membership meeting.

Duties of the Steering Committee

- Understand and demonstrate a commitment to the Neighborhood Association's purpose.
- Lead the Neighborhood Association by focusing on membership, issues of concern and opportunities as guided by the purpose.
- Manage affairs of the Neighborhood Association and assure that members are informed of meetings.
- Plan for and facilitate meetings of the general membership and steering committee.
- Establish a plan for maintaining and encouraging involvement in the Neighborhood Association.
- Keep current with the issues and trends that affect the neighborhood.
- Attend meetings regularly/contribute knowledge and skills by participating actively in meetings, committee work and projects.
- Avoid potential conflicts of interest.
- Ensure the Neighborhood Association is in compliance with all legal and regulatory requirements.

Committees:

Membership participation is best served by joining a Committee that has been assigned responsibilities and authorities by the steering committee.

- Membership on committees is open to all Neighborhood Association members.
- Committees shall be established by the steering committee as deemed necessary to pursue our stated Purpose. Committees may include, but are not limited to: Membership, Grievance, Safety, Communication, Social, Beautification, etc.

- Committees shall be responsible for the coordination of activities and programs, for research and review of issues and proposals, and for recommending actions to be taken by the steering committee in the area(s) of responsibility assigned to the committee.
- Committee structure is informal to encourage member participation. Committees shall choose their own officers, schedule regular meetings and report findings to the steering committee.

Dissolution:

The Neighborhood Association may dissolve itself by following the decision-making process outlined within this document.

Adoption/Amendment of Organizational Bylaws:

The organizational bylaws are to be approved at the first meeting of the general membership. Bylaws may be amended, repealed, or altered, in whole or in part at any regular or special meeting utilizing the decision-making process outline within this document. Notice of the amended bylaws must be submitted to the City of Oshkosh within thirty (30) days of a change.