

Sawyer – Paine Neighborhood Association Bylaws

Mission:

We are a volunteer neighborhood organization with a mission to improve the quality of life within our boundaries, promote common interests, and enhance the spirit of our community and hope to be a unified voice regarding community interests.

Vision and Goals:

Build Relationships:

- Conduct activities that build social and educational relationships,
- Establish relationships with other neighborhood associations,
- Develop an open process for communication and decision making

Improve our Neighborhood:

- Promote a safe environment which includes walking, biking and road traffic.
- Preserve the beauty and history of our neighborhood

Boundaries:

Congress to Vine Ave., Elmwood Ave. to the Fox River,

+ Algoma Blvd, both sides, Bent to Congress,

+ 1 home on south side of Vine Ave,

+ homes on west side of Algoma Blvd, the block south of Vine Ave. to Woodland Ave.

Membership:

Membership is voluntary and open to all property owners, renters, and businesses that lie within the above stated boundaries.

Meetings:

An Annual General Membership meeting will be held each year and will be announced to all residents residing within the boundaries via letter, email, and/or advertising signage throughout the neighborhood. Additional General Membership meetings may be called for special project purposes. General membership meetings will be organized by the Steering Committee.

Decision Making/Voting:

- All members are entitled to vote on all matters brought before the Association.
- Decisions are made by those present at the time of vote and made by consensus of a show of hands or secret ballot.
- Parties residing outside the Association boundaries may take part in debates but are not allowed to vote.

Steering Committee:

The neighborhood Association is led by a Steering Committee consisting of at least three (3) who volunteer on a 2 year basis. During the inaugural year, appointments for 1 year terms will be appointed at the first meeting. 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, June 2018-June 2019, members of the Steering committee will volunteer on a first-come, first-appointed basis.

After the inaugural year:

- Terms of Steering Committee members are staggered
- Term limits for Steering Committee members will be 2 years
- No individual shall serve more than 2 consecutive terms
- Once open seats become available, Steering Committee members will be nominated and elected as needed by those in attendance at the Neighborhood Association's Annual Membership Meeting.

Duties of the Steering Committee:

- Understand and demonstrate a commitment to the Neighborhood Association mission
- Lead the Neighborhood Association by focusing on membership, issues of concern and opportunities as guided by the Mission.
- 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 monthly Oshkosh Healthy Neighborhood Alliance meetings and 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 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, Social/Events, Marketing, Grievance, Safety, Communication & Outreach, 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 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.

Amending Bylaws:

Bylaws may only be amended or repealed in whole or in part at the Annual General Membership meeting provided the membership has been given a 7-10 day notice.