**BYLAWS OF THE EAST AUSTIN COMMUNITY HILLS NEIGHBORHOOD ASSOCIATION (E.A.C.H.)**

**Article I: Name**

The name of this organization shall be the East Austin Community Hills Neighborhood Association, a non-profit organization, hereafter referred to as E.A.C.H.

**Article II: Boundaries**

The boundaries of E.A.C.H include all areas and properties bound by the following roadways: F.M. 969, Decker Lane, Hogeye Road, and Imperial Drive.

**Article III: Purpose**

The purpose of E.A.C.H. is to maintain, enhance and support the quality of life for all residents within or near our boundaries; to enhance our residential influence on governmental and other bodies or persons in matters of mutual interests; to address matters of common interest to neighborhood residents and other persons or groups having mutual concerns. The association is charged to represent all residents within the area, whether residents are members or not.

**Article IV: Membership**

**Section A: ELIGIBILITY**. All area neighborhood based residents and/or property owners within the association’s boundaries are eligible for membership by attending the annual meeting, (OR) at least 25% of the previous years’ meetings, (OR) with vote of over 50% of current members attending a regularly called meeting. Membership obtained by attendance of the annual meeting will be granted immediately.

**Section B: FEES**. There will be no membership fees.

**Article V: Meetings**

**Section A: MEETING DATES/LOCATION**. The association shall meet the first Tuesday of every month, (excluding holidays) at 7:00 pm at the Unity Hall at Community First Village.  The E.A.C.H. Annual Meeting will include the election of officers, which will be held on the first Tuesday in June, unless otherwise decided by the membership and with proper notice.

**Section B: QUORUM AND VOTING.** A minimum of five (5) members shall constitute a quorum. An affirmative vote would constitute 2/3 majority of present members.  Robert’s Rules of Order will be used to govern both Monthly and Annual Meetings. \*\*\*should we consider making this 51% of present members?

**Section C: SPECIAL MEETINGS**. Special meetings shall be called by the Chairperson with personal notification of the Executive Committee. The Chairperson shall post public notice on the E.A.C.H. website and Nextdoor at least 24 hours in advance of meeting, and shall be open for input and attendance by all members.

**Article VI : Officers**

**Section A: OFFICERS/DUTIES**. The Officers shall constitute the Executive Committee. The Officers and their duties shall be as follows:

* Chairperson: The Chairperson shall prepare meeting agendas, call special meetings, and preside at all meetings. The Chairperson shall carry out any other functions as set out in the Bylaws.
* Vice-Chairperson: The Vice-Chairperson shall support the Chairperson as requested, and shall assume all duties and act as Chairperson in their absence.
* Secretary: The Secretary shall keep attendance records and record the proceedings of all meetings, maintain adequate records of E.A.C.H. activities, and conduct official correspondence as shall be required. The Secretary shall carry out the duties of the Chairperson in the absence of both the Chairperson and Vice-Chairperson.

**Section B: RESIGNATIONS.** All resignations shall be submitted to E.A.C.H. in writing. Resignation will take effect on the same day the written notice is received. The position vacated will be open for election at the next meeting to complete the remainder of the term.

**Article VII : Donations**

The Association may solicit donations of money and materials to be used for specific purposes of the organization by a majority vote at a regularly called meeting with collection of donations. Accounting of funds received and appointment of a Treasurer will be determined as required.

**Article VIII: Political Affiliation**

**Section A: ENDORSEMENTS.** E.A.C.H. will not endorse, host gatherings for, raise funds for, or otherwise support any political candidate/s.

**Section B: INVITATIONS AND ENDORSEMENTS.** Nothing in this article prohibits E.A.C.H. from extending invitations to or receiving invitations from candidates to address the members, appear at activities as a guest of members.

**Section C: MEMBERS PERSONAL ENDORSEMENTS**. Nothing in this article prohibits the use of an E.A.C.H. member’s individual names in endorsements, as campaign workers, displaying of yard signs /bumper stickers or appearances in pubic with political candidates, so long as said member is not claiming to represent the body of E.A.C.H.

**Section D: MEMBERS’ POLITICAL CANDIDACY**. Nothing in this article prohibits an association officer and/or member from being a candidate for public office. That member will not have to resign from their Executive Committee office, unless it is determined by a majority vote that their resignation is in the best interest of E.A.C.H.

**Article IX Amendements**

Amendment proposals to these bylaws must be made at a regular meeting and added to the next meeting’s agenda by a simple majority vote. The vote on said amendment requires a 2/3 majority vote to pass.

**These Bylaws were adopted on the \_\_\_\_\_\_ day of \_\_\_\_\_\_, 2018, by The East Austin Community Hills Neighborhood Association**.

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ANDREW BUCKNALL, Chairperson

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PATT JACKSON, Vice-Chairperson

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AMELIA JAREMA, Secretary