

**Bylaws of**  
***[State the name of the neighborhood association]***

**ARTICLE I. NAME.** The name of this Association shall be the *[name of the neighborhood association]*.

**ARTICLE II. AREA OF OPERATION.** This Association shall limit its activities to the area encompassed by *[describe boundaries]*.

**ARTICLE III. PURPOSE.** The general purpose of this Association shall be to *[state whatever purpose has been agreed upon]*.

**ARTICLE IV. MEMBERSHIP.** Any person residing within the boundaries of the Association by virtue of ownership or lease/rental agreement is eligible for membership.

**ARTICLE V. OFFICERS.** The Officers of the Association shall consist of a President, Vice-President, Secretary, and Treasurer.

SECTION 5.01 ELECTION, TERM OF OFFICE, AND VACANCIES. The Officers of the Association shall be elected annually by the members of the Association. An election to fill a vacancy may occur at any regular meeting or special meeting of the Association.

SECTION 5.02 REMOVAL OF AN OFFICER. The members of the Association, by an affirmative vote of the majority, may remove any Officer who contravenes the authority expressly delegated them by the members of the Association.

SECTION 5.03 DUTIES. Officers shall perform such duties as prescribed by applicable law, these bylaws, and the members of this Association.

SECTION 5.04 PRESIDENT. The President shall preside at all meetings of the Association.

SECTION 5.05 VICE-PRESIDENT. The Vice-President shall preside at all meeting of the Association in the absence of the president.

SECTION 5.06 SECRETARY. The Secretary shall notify members of all meeting and special events.

SECTION 5.07 TREASURER. The Treasurer shall be a custodian of all funds of the Association.

**ARTICLE VI. MEETINGS.**

SECTION 6.01 ANNUAL MEETINGS. The Association's annual meeting shall take place on *[date]* of each year for the purpose of electing Officers.

SECTION 6.02 SPECIAL MEETINGS. Special meetings may be called by a quorum of the Association's members. Notice of any special meetings shall be given to the Secretary not less the seven (7) days in advance of the meeting. Special meetings shall be open to the public, with notice given to the public not less than seven (7) days prior to the meeting.

SECTION 6.03 QOUREM. Seven of the Association's members shall constitute a quorum of the members.

SECTION 6.04 VOTING. Each member shall have the right to cast one (1) vote. A simple majority of a meeting of members, at which a quorum is present, will rule on any agenda item.

SECTION 6.05 PLACE OF MEETING. The Officers of the Association shall designate the place of meeting of members.

**ARTICLE VII. AMENDMENTS.** These Bylaws may be altered, amended or repealed, and new bylaws may be adopted by the Officers of the Association. Any of such changes or adoption of new Bylaws shall be ratified by a majority vote of members present at a duly held meeting of the members called for this purpose, before such changes or new Bylaws shall be in force and effective.