

ARTICLE I: NAME, DEFINITION, AND PURPOSE

Section 1. Name

The name of this organization shall be V.M. Ybor Neighborhood Association, a not-for-profit organization located in Tampa, Florida, hereinafter referred to in this document as “V.M. Ybor NA”.

Section 2. Definition

V.M. Ybor NA is defined as the area bounded by 26th Avenue in the north, I-4 in the south, I-275 in the west, and 15th Street in the east.

Section 3. Purpose

V.M. Ybor NA desires to state its bylaws and continue to engage in activities exclusively for such purposes, including but not limited to the following:

- 1) Civic, economic, educational, safety, cultural, recreational, and environmental conditions in the neighborhood and its adjacent areas.
- 2) Inform its members of public issues impacting the neighborhood including, but not limited to, zoning, transportation, lighting, etc.
- 3) Provide networking opportunities with other organizations for cooperation and information.
- 4) Engage in civic activities, none of which is for profit.

ARTICLE II: MEMBERSHIP

Section 1. Membership Qualification

Membership shall be open to current residents, business owners, non-profit groups, non-residents, and other parties having immediate interest in the business of the V.M. Ybor NA as defined in Article I, Section 2. Members are classified according to the definitions in Article II, Section 2. Voting rights are limited to dues paying (see Article III) members, at least 18 years of age, and according to the guidelines defined in Article II, Section 2.

Section 2. Membership Classifications

Membership is organized into two classifications: Voting and Non-Voting. All members must be at least 18 years of age. Membership renewal is January and July of each calendar year. Those that join for the first time after October, will be granted membership for the following first half of the next calendar year. Description of Membership classifications:

- 1) Voting – Any resident (owner or tenant) or property owner within V.M. Ybor boundaries or an adjacent neighborhood, or business owner within the VM Ybor boundaries or an adjacent neighborhood. A single household may contain multiple resident members. Current, dues-paying, resident members are entitled to one vote.
- 2) Non-Voting – There shall be 3 categories of non-voting membership:
 - a) Simple Non-voting: Anyone interested in promoting the purposes of VM Ybor NA and who does or does not reside within the boundaries of the VM Ybor NA neighborhood or adjacent neighborhoods.
 - b) Honorary: An honorary membership may be conferred by the Executive Board upon members of the community that the organization wishes to recognize for exceptional or outstanding services. Honorary memberships are lifetime.
 - c) Business: Business memberships are available to those businesses operating within the VM Ybor neighborhood or adjacent neighborhoods. (Note: Individual Business Owners are eligible to be voting members per Article II, Section II, Part 1.)

ARTICLE III: DUES

Section 1. Dues

Dues, while encouraged to support the growth and sustainability of the organization, are not mandatory for membership, but are required for voting privileges. Dues are as follows:

- 1) Voting: \$10 every 6 months, per person.
- 2) Simple Non-Voting: \$10 every six months, per household.
- 3) Honorary (Non-Voting): Lifetime, free membership
- 4) Business (Non-Voting): \$10 every six months, per business

Section 2. Enrollment

Dues shall be remitted by the first scheduled meeting of the calendar year, and again by the first scheduled meeting after July 1. New members may enroll at any time. If dues are remitted by a new member after October 1, they shall apply towards the first half of the following calendar year.

ARTICLE IV: MEETINGS

Section 1. General Meetings

Meetings shall be held the first calendar Wednesday of each month, or at the agreed upon schedule of each new board. Beginning 2017, meetings are held quarterly on the first Wednesdays of March, June, September and December.

Section 2. Special Membership Meetings

Special meetings may be called by the Executive Board at any time, and may or may not be open to the community/Association at large. For open meetings, notice shall be furnished to the general membership at least two days prior to the meeting.

Section 3. Annual Meeting

An annual meeting will be held at the last calendar meeting (December) to hold elections for the incoming Executive Board.

Section 4. Quorum

Five Board Members constitute a quorum for Board Actions

Section 5. Rules of Order

The following simple rules of order will guide the conduct of all meetings:

- 1.) The chairperson shall have the authority to establish rules governing discussion or debate
- 2.) A member wishing to speak must be recognized by the chairperson and has 3 minutes to speak. A non-voting member or non-member wishing to speak, may do so at the end of discussion or after all voting members have spoken once. Non-members and non-voting members are allowed 3 minutes to speak.
- 3.) When given the floor, members must state their name and address; while speaking, a member must not be interrupted.
- 4.) A motion is first made, then seconded, then restated by the chairperson, who then opens the motion to discussion. No one may speak on an issue a second time until all those who wish to speak have spoken once.
- 5.) Robert's Rules of Order: If a consensus cannot be reached regarding rules of conduct for a meeting, the latest edition of Robert's Rules of Order may be used to determine parliamentary procedure.

ARTICLE V: ELECTIONS

Section 1. Election of Officers

The officers of the V.M. Ybor NA Executive Board shall be elected at the annual meeting to serve office the following calendar year. The officers include President, Vice-President, Secretary, Treasurer, and Trustees (4). Candidates must be a voting member in good standing. The officers may be elected for successive terms. Board members elected by simple majority.

Section 2. Board Vacancies

If any Executive Board vacancies or standing committee leaders occur for any reason, said vacancy shall be appointed by the remaining Executive Board for the unexpired portion of the term.

ARTICLE VI: DUTIES

Section 1. President

The President shall preside over all meetings of the Association. The President shall oversee the management and administration of the Association.

Section 2. Vice-President

If, at any time, the President shall be unable to act by reason of absence or otherwise, the VP shall act in place of the President to perform his/her duties and other specific assignments as required or needed. The VP shall also attend other relevant (adjacent) community meetings on behalf of the Association and Executive Board Members.

Section 3. Secretary

The Secretary shall keep an accurate record (minutes) of all meetings' proceedings and maintain database of such minutes. The Secretary shall maintain current contact information on residents and members of the Association.

Section 4. Treasurer

The Treasurer shall keep an accurate and current record of any dues collected, expenses, receipts, and banking relationships applicable to the Association. The Treasurer may make deposits and withdrawals for the association. The Treasurer shall present a financial report at the annual meeting.

Section 5. Trustees, 4 positions

The Trustees are at-large members of the executive board, and shall serve, along with the other officers, as the Executive Board. The President may appoint Trustees to oversee various committees as needed.

Section 6. Executive Board

Non-withstanding other provisions of these by-laws, the executive board shall have specific powers and duties as follows:

- 1.) Approve any and all expenditures of the V.M. Ybor NA funds.
- 2.) Approve all contracts, agreements, and understanding which require, or may require, the expenditure of funds. Any and all such contracts, agreements, any understandings shall be in writing.
- 3.) Approve the use of the V.M. Ybor NA name and/or logo by other parties including, but not limited to, endorsements of products or businesses.
- 4.) Adopt policy statements and guidelines on the routine conduct of V.M. Ybor NA business by officers, committees, and members.
- 5.) Appoint members to fill vacancies on the executive board.

ARTICLE VII: COMMITTEES

Section 1. Committees

Standing Committees shall be created as necessary by the Executive Board. Any member may head a committee. All committees formed will work with an Executive Board liaison and keep the liaison informed of committee business. Committees requiring funds or generating income in accordance with the not-for-profit status shall work in cooperation and collaboration with the Executive Board.

ARTICLE VIII: AMENDMENTS TO BYLAWS

Section 1. Amendments

The bylaws may be altered, amended, or repealed and new bylaws may be adopted by a majority of the Executive Board present at any general or special meeting. Bylaws will be made public via the association website or hard copy distributed at the General Meeting.