

**Bylaws of the
Sligo Headwaters Civic Association
Located in Upper Sligo Creek**

Article I. Name and Purpose

Section 1. Name

The name of the organization shall be Sligo Headwaters Civic Association.

Section 2. Purpose

The purpose of the Association shall be to promote the general welfare and the empowerment of the community and its members.

Article II. Membership and Area of the Association

Section 1. Membership The membership of the Association shall consist of regular and honorary members.

a. Regular Members A regular member shall be a person who is at least 18 years old and is a resident within the area described in Section 2. All regular members shall pay dues on a per-household basis and may participate in all activities of the Association. Voting privileges are as noted in Article V, section 1. Dues shall be determined by the Executive Committee.

b. Honorary Members An honorary member shall be a person so elected by a vote of two-thirds of those present at an Association meeting after nomination by the Executive Committee. The Executive Committee must give at least a one week notice to the general membership of an impending vote on a prospective honorary member. An honorary member shall be exempt from all dues and assessments, will not have the privilege of voting, and may not hold an Association office.

Section 2. Area of the Association The area of the Association is an irregular shape which shall be bounded, generally, by University Blvd. on the south, by Colt Terrace and Inwood on the east, by the south side of Arcola Avenue on the north, and by Bucknell and Reddie Drive on the west. It also includes the houses on Orebaugh Avenue north of Arcola Avenue. The entire area is shown on the map included as Attachment A.

Article III. Officers

Section 1. Officers The officers of the Association shall be the **President, Vice President, Secretary and Treasurer**. These positions constitute the Executive Committee.

Section 2 Election of Officers An annual election of officers shall be held during the April Association meeting. Nominations may be made by the general membership at said meeting or by a nominating committee. Officers shall be elected by a plurality of votes cast by the general membership in attendance at said meeting.

Section 3. Recall of Officers

a. Any officer who, without good reason, fails to regularly attend meetings of the Association and the Executive Committee may be recalled from office.

b. Any officer who changes his/her residence from within the Association geographical area shall be automatically recalled from office.

c. The Executive Committee may, through a majority vote, remove any officer for good reason. The reason may include criminal activity, misuse of position or funds, misrepresentation of the Association or any other reason deemed appropriate by a majority of the members of the Executive Committee.

d. The Executive Committee shall decide, through a majority vote, any disputes arising out of the provisions of this Section.

Section 4. Terms of Office

a. All officers shall assume their respective offices on July 1 (following election at April Association meeting).

b. Officers' length of service shall be a maximum of 2 years per term except as follows: for the first election following adoption of these by-laws, the President and Secretary shall be elected to one-year terms.

c. Officers may serve a maximum of two consecutive terms for the same position.

d. Officers may serve in other office positions following those two consecutive terms.

Section 5. Vacancies in Offices In the event of a vacancy in any office, the Executive Committee may appoint a person to assume the duties of the vacant office. In the event of a vacancy in the Office of the President, the Vice President shall assume the office and a new Vice President shall be appointed by the Executive Committee.

ARTICLE IV. Committees

Section 1. Executive Committee The Executive Committee is comprised of all elected officers of the Association (See Article III, above). This committee has authority to make recommendations, conduct investigations, and provide advice to the President and to the Association. If issues needing immediate attention arise between scheduled Association meetings, this committee has authority to

consider and take action on such issues without otherwise consulting Association members. The Executive Committee will determine the immediacy of any such issues and will make decisions based on a majority vote of the officers.

Section 2. Standing Committees Standing Committees will be established to investigate, make recommendations, or take actions regarding ongoing issues of concern to the Association. These standing committees are:

- a. **Social and Membership**
- b. **Parks, Recreation and Environment**
- c. **Wheaton Redevelopment**
- d. **Public Safety (Neighborhood Watch)**

Section 3. Special Committees and Liaisons The President may appoint special committees and special liaisons on an as needed basis to address specific issues of concern to the Association.

Section 4. Appointments and Removals: Committee Chairpersons and Members

a. **Appointment** Chairpersons of all standing and special committees shall be appointed by the President with the advice and majority approval of the elected officers of the Executive Committee. All other committee members shall be appointed by the chairman of each committee.

b. **Removal** Chairpersons of any standing and special committee may be removed by the President with the advice and approval of the elected officers of the Executive Committee through a majority vote. Any other committee member may be removed by the chairman of the applicable committee.

ARTICLE V. Voting

Section 1. Voting Privileges

a. Only Association regular members shall be entitled to vote. Voting shall be on a one-household-one vote basis.
b. Association members must vote in person, unless otherwise approved by the Executive Committee, on a case by case basis. In order for a vote in absentia to be accepted, the member must request acceptance two days in advance of the scheduled Association meeting.

Section 2. Quorum

- a. At Executive Committee meetings, four officers shall constitute a quorum.
- b. At Association meetings, 20 members shall constitute a quorum.

Section 3. Decision-making

- a. Decisions of the Executive Committee are carried by a majority vote (3 officers).
- b. Decisions of the Association (other than the elections of officers) are carried by a majority vote.
- c. Votes shall be by a show of hands unless otherwise specified by the Executive Committee.

ARTICLE VI. Meetings

Section 1. Association Meetings

a. **Regular Meetings** Association meetings shall be held three times each year in the months of April/May (Spring), September/October (Autumn) and January/February (Winter).

b. **Special meetings** Special meetings may be called at any time by the President or the Vice President, acting in the absence of the President. Special meetings shall be called upon the receipt of a written request from a minimum of ten member families.

Section 2. Executive Committee Meetings Meetings of the Executive Committee shall be held at the call of the President or at the request of any two or more Executive Committee members.

Section 3. Notices of Meetings Notice to the membership of Association meetings must be made by written notice, email, or in the Association newsletter, and shall be distributed no later than seven calendar days before the day of the meeting.

ARTICLE VII. Amendments

The Constitution may be amended by two-thirds affirmative vote of those in attendance at any Association meeting and any affirmed amendment shall be become effective immediately.

ARTICLE VIII. Finance

Section 1. Dues The amount of membership dues shall be determined annually by the Executive Committee and shall be levied at the Spring Association meeting. The initial dues will be fifteen dollars per year per household.