

Bylaws of the
Ridgetop Neighborhood Association
Adopted November 2008

Definition

Name

The name of this organization shall be the Ridgetop Neighborhood Association, hereafter referred to as RNA.

Purpose

The purpose of RNA is to:

- Represent and advance the common interests of the residents, land- and business-owners of the Ridgetop Neighborhood. Some common interests include:
 - Traffic
 - Crime
 - Land use
 - Business development along Airport Boulevard
 - Beautification along Airport Boulevard
- Provide a conduit for information between the residents and RNA.

Availability

These Bylaws, within thirty days of adoption, shall be freely available to the public. This accessibility may be satisfied by posting these Bylaws on the Internet.

Boundaries

The Ridgetop Neighborhood includes three North Central Austin neighborhood sections:

Morningside Sector

Morningside Sector includes the area bounded by and including the south side of E Koenig Lane, the south frontage road of Interstate 35, the north side of E 51st Street, and the east side of Airport Boulevard.

Harmon Triangle Sector

Harmon Triangle Sector includes the area bounded by and including the south side of E 51st Street, the south frontage road of Interstate 35, and the east side of Airport Boulevard.

Red River Sliver Sector

Red River Sliver Sector includes the area bounded by and including west of Airport Boulevard, the north side of E 45th Street, and the east side of Red River Street; and also Ridgetop Elementary School.

Membership

Qualifications

Regular Membership

Residents, land- and business-owners within the boundaries of the Ridgetop Neighborhood shall be Regular members immediately upon completion of a membership application. No individual shall have more than one membership.

Guest Membership

Guest membership is available to otherwise disqualified individuals with the consent of RNA membership. Guest membership is not available to any individual with a regular membership.

Dues

Members are asked to contribute a \$10.00 annual voluntary contribution.

Voting Rights

Regular members are entitled to a single vote on RNA issues and elections conducted by RNA and its officers if they can be described by one or more of the following terms within the Ridgetop Neighborhood:

- Property owner or spouse
- Tenant-in-possession or spouse of a residential property
- Commercial tenant
- Landlord

No individual may have more than one vote, regardless of the number of properties, businesses, or residences that individual maintains within the boundaries of the Ridgetop Neighborhood. If a group of individuals or business entity owns a business or property within the boundaries of the Ridgetop Neighborhood, that group or entity is entitled to a single vote. Disputes regarding the eligibility of an individual's right to vote will be resolved by the President.

Termination

Disqualification

Members who no longer meet the qualifications of membership shall have their membership terminated, are entitled to a prorated refund of their dues, and can be considered for guest membership.

Expulsion

Otherwise qualified members may have their membership terminated with a supermajority vote of the RNA membership. Membership may be reinstated with the consent of the RNA membership.

Management

Officers and Duties

Officer duties are not limited to the below enumerated duties. No member, except Executive Vice President, shall hold more than one Office. Each Officer must be a Regular member.

President

The President shall preside over regular meetings, represent RNA, create the agenda, and preside over any disputes that arise due to conflicting information or omissions in these Bylaws, or require interpretation of these Bylaws, except when those disputes involve the President.

Executive Vice President

The Executive Vice President shall serve as the interim President in the absence or vacancy of the President. The Executive Vice President shall preside over any disputes that arise due to conflicting information or omissions in the Bylaws, or require interpretation of these Bylaws, when those disputes involve the President. The Executive Vice President may hold one other Officer position except President.

Sector Vice Presidents

Two Vice President shall preside over each Sector of the Ridgetop Neighborhood.

Committee Vice Presidents

The Committee Vice Presidents shall preside over their appointed committees.

Treasurer

The Treasurer shall collect, safeguard, disperse, and periodically report on the funds for RNA.

Secretary

The Secretary shall record the attendance, minutes, and proceeding of regular meetings, and maintain membership records. In the absence of an elected Secretary, one attendee shall serve as the temporary Secretary on a rotating basis for each meeting. The temporary Secretary is not considered an Officer.

Term of Office

The Officers, except Committee Vice Presidents, shall serve a term of one year, commencing January 1st.

Vacancies/Removal

Officers shall be removed upon the completion of their term, resignation, unanimous declaration of incapacity by the remaining officers, or by a vote of no confidence by a supermajority vote of the RNA membership. Vacancies shall be filled by special election.

Committees

Committees may be convened upon the recommendation of the President, a majority of the Officers, or upon consent of RNA membership. A Vice President shall be elected immediately upon creation of a committee. A committee shall conclude upon completion of its function, or upon consent of RNA membership. The term of the Committee Vice President shall conclude at the conclusion of the appointed committee.

Block Captains

Members petitioning to become Block Captains for each block in the Ridgetop Neighborhood shall be appointed at the discretion of the President.

Finances

Membership dues shall be used for the distribution of information, and also to further the interests of RNA. Expenditures in excess of \$100.00, except when used for the distribution of information to the RNA membership, will require the consent of RNA membership.

Financial reports shall be presented at each General meeting.

Meetings

Purpose

General Meeting

The General meeting shall be used to:

- Disseminate neighborhood news
- Committee reports
- Presentations of neighborhood value
- Treasurer's report
- Elect officers annually or during a vacancy
- Vote on matters before RNA membership.

Officers Meeting

The Officers meeting shall be used to:

- Determine the agenda of the General meeting
- Other matters as determined by the President or any of the Officers.

Special Meetings

Special meetings may be called by a majority of the Officers, or by five percent of RNA membership. If the Special meeting is being called to vote on an issue, notice of the issue shall be distributed to all active members not less than seven days before the vote.

Frequency

RNA shall hold a regular General meeting at least quarterly.

RNA Officers shall hold an Officers meeting at least quarterly.

Notification

Members shall be notified, not less than seven days in advance, of the date and location of the next meeting by:

- Newsletter
- Email or news group
- Neighborhood signs.

Location

RNA shall meet quarterly at a location determined by the President.

Elections

Nominations

Nominations of Officers shall be made not later than the final General meeting of each calendar year. Notification of nominations shall be distributed to all active members.

Special Elections

If a vacancy occurs, a Special election shall be held at the next scheduled General meeting, if that meeting is not the final scheduled General meeting of the year. Vacancies may also be filled by Special election at a Special meeting. Vacancies occurring after the third scheduled General meeting of the year shall remain unfilled until the scheduled election at the final General meeting of the year. The terms of Officers elected to fill vacancies shall expire at the end of the year.

Voting

Officer Elections

Officers shall be considered elected with a plurality of votes of the RNA membership.

Majority

Matters that require the vote of the RNA membership, unless otherwise specified, shall be considered approved with a majority of votes.

Supermajority

Matters requiring a supermajority of votes shall be considered approved with two-thirds of votes of the RNA membership.

Methods

The method of voting, such as secret ballot, show of hands, voice vote, or acclamation, shall be decided prior to the vote, except in the case of votes in advance, for which anonymity cannot be guaranteed. In all situations, votes in advance shall be considered valid if they are provided in writing, to accommodate those who are unable to attend the election.

Quorum

All members present for voting plus those who have submitted their vote in advance shall constitute a quorum.

Adoption

These Bylaws and the intention to vote thereupon shall be distributed to all individuals eligible for membership not less than thirty days in advance of a vote. These Bylaws shall be considered adopted with majority vote of RNA membership without amendments.

Amendments

Amendments to these Bylaws shall be distributed to all active members in advance of a regular meeting. These amendments shall be considered adopted with a supermajority vote of RNA membership.