

Washington Park Neighborhood Association

BYLAWS

ARTICLE I

NAME AND BOUNDARIES

Section 1. Name

The name of this organization shall be the **Washington Park Neighborhood Association, Inc.** (“WPNA” or “Association”).

Section 2. Boundaries

The geographic boundaries of the Washington Park neighborhood shall be those recognized by the City of Atlanta and any officially adopted neighborhood maps maintained by the Association.

ARTICLE II

PURPOSE

The purpose of the Association shall be to promote and protect the general welfare, quality of life, and interests of the Washington Park community; encourage civic engagement and neighborhood participation; preserve and enhance the historic, cultural, residential, and environmental character of the neighborhood; advocate for equitable planning, zoning, development, public safety, transportation, beautification, and community services; foster cooperation among residents, businesses, institutions, and government agencies; and operate exclusively for nonprofit purposes permitted under Section 501(c) of the Internal Revenue Code and applicable Georgia law.

ARTICLE III

NONPROFIT STATUS AND ASSETS

Section 1. Nonprofit Operation

The Association shall operate as a nonprofit corporation under the laws of the State of Georgia.

Section 2. Use of Assets

No part of the net earnings, assets, or property of the Association shall inure to the benefit of any individual member, officer, or director except for reasonable compensation for authorized services.

Section 3. Dissolution

Upon dissolution of the Association, any remaining assets shall be distributed to one or more nonprofit organizations with purposes substantially similar to those of the Association and recognized as tax-exempt under Section 501(c) of the Internal Revenue Code.

ARTICLE IV

MEMBERSHIP

Section 1. Eligibility

Membership shall be open to:

1. Any resident age eighteen (18) or older whose primary residence is within the Washington Park neighborhood boundaries;
2. Any business, nonprofit organization, institution, or property owner located within the neighborhood boundaries; and
3. Any former resident or community supporter approved by the Board of Directors as an Associate or Non-Resident Member.

Section 2. Membership Categories

The Association categories of membership include:

- Resident Members
- Business Members
- Organizational Members

- Associate or Non-Resident Members (Property Owner)

Section 3. Membership Term

Membership shall remain active for one (1) year from the date dues are paid or renewed when applicable.

Section 4. Dues

Annual dues, if any, shall be recommended by the Board of Directors and approved by the membership at a regular meeting.

Section 5. Good Standing

A member in good standing is one who has submitted a membership application and paid all required dues.

ARTICLE V

RIGHTS AND VOTING

Section 1. Rights of Members

Members may:

1. Attend all regular, annual, special, and committee meetings;
2. Participate in discussions and community activities;
3. Review approved meeting minutes and governing documents; and
4. Serve on committees, subject to eligibility requirements.

Section 2. Voting Eligibility

Only members in good standing shall be entitled to vote on Association matters unless otherwise required by law or these Bylaws.

Section 3. Voting Rights

1. Each eligible member shall have one (1) vote.
2. Business or organizational memberships shall be limited to one (1) vote per entity.
3. Members must be in good standing for at least fifteen (15) days prior to voting.
4. Proxy voting and absentee voting shall not be permitted

Section 4. NPU and Public Matters

Association members within the neighborhood boundaries may vote on Neighborhood Planning Unit (NPU) matters or other public issues when permitted by applicable City of Atlanta requirements.

ARTICLE VI

BOARD OF DIRECTORS

Section 1. Authority

The affairs of the Association shall be governed by a Board of Directors ("Board").

Section 2. Composition

The Board shall consist of the following officers:

1. President
2. Vice President
3. Secretary
4. Treasurer
5. Chair or Vice President for Planning and Development
6. Chair or Vice President for Public Safety
7. Chair or Vice President for Communications
8. Additional officers or directors as approved by the membership

All Board members shall be Association Members in good standing.

Section 3. Terms

Board members must be in good standing and shall serve two-year terms and may not serve more than two consecutive terms in the same office unless waived by a vote of the membership.

Section 4. Elections

1. A Nominating Committee shall present a proposed slate of officers prior to the annual meeting.
2. Additional nominations may be made from the floor.
3. Officers shall be elected by majority vote at the annual meeting.

Section 5. Duties of the Board

The Board shall:

1. Establish policies and strategic priorities;
2. Conduct the business of the Association;
3. Approve budgets and expenditures;
4. Oversee committees and programs;
5. Ensure compliance with applicable laws and regulations; and
6. Report regularly to the membership.

Section 6. Removal

An officer or director may be removed by a two-thirds (2/3) vote of members present at a regular meeting, provided notice of the proposed removal was included in meeting notices for two consecutive meetings.

Section 7. Vacancies

Board vacancies may be filled temporarily by Board appointment until confirmed by the membership at the next regular meeting.

ARTICLE VII

DUTIES OF OFFICERS

Section 1. President

The President shall:

1. Preside over meetings of the Association and Board;
2. Serve as chief spokesperson for the Association;
3. Appoint committee chairs unless otherwise provided; and
4. Perform duties customary to the office.

Section 2. Vice President

The Vice President shall:

1. Assist the President;
2. Perform duties delegated by the President or Board; and
3. Preside in the absence of the President.

Section 3. Secretary

The Secretary shall:

1. Maintain meeting minutes and records;
2. Maintain governing documents and membership records;
3. Provide meeting notices; and
4. Handle official correspondence.

Section 4. Treasurer

The Treasurer shall:

1. Maintain financial records;
2. Receive and disburse funds as authorized;
3. Present financial reports;
4. Prepare annual budget information;
5. Ensure required tax filings and registrations are completed; and
6. Safeguard Association assets.

ARTICLE VIII

COMMITTEES

Section 1. Standing Committees

The Association may maintain standing committees including:

1. Planning and Development
2. Zoning and Land Use
3. Historic Preservation
4. Public Safety
5. Beautification
6. Communications
7. Membership and Outreach
8. Social Events
9. Education and Youth
10. Bylaws and Governance
11. Nominating Committee
12. Festival or Special Events Committee

Section 2. Committee Membership

Committee chairs shall be appointed by the President or Board and confirmed, when necessary, by the membership.

Section 3. Ad Hoc Committees

The Board may establish temporary committees for specific purposes.

Section 4. Committee Reporting

Committees shall provide regular reports to the Board and membership.

ARTICLE IX

MEETINGS

Section 1. Annual Meeting

The annual meeting shall be held each year at a date designated by the Board.

Section 2. Regular Meetings

Regular meetings shall be held monthly unless otherwise determined by the membership or Board.

Section 3. Special Meetings

Special meetings may be called by:

1. The President;
2. A majority of the Board; or
3. A petition signed by at least ten (10) members in good standing.

Notice of special meetings shall be provided at least forty-eight (48) hours in advance.

Section 4. Quorum

A quorum for membership meetings shall consist of those members present unless otherwise required by law.

Section 5. Voting

Unless otherwise specified in these Bylaws, actions shall be approved by majority vote of eligible members present.

Section 6. Rules of Order

Meetings shall generally follow informal procedures; however, Robert's Rules of Order may be invoked by majority vote of the members present.

ARTICLE X

FINANCIAL ADMINISTRATION

Section 1. Fiscal Year

The fiscal year of the Association shall begin on November 1 and end on October 31 unless changed by the Board.

Section 2. Budget

The Board shall prepare an annual budget for approval by the membership.

Section 3. Contracts and Expenditures

No officer, committee chair, or member may obligate the Association to contracts or expenditures exceeding limits established by the Board without prior approval of the membership.

Section 4. Financial Oversight

The Board may require periodic financial reviews, audits, or reports as deemed necessary.

ARTICLE XI

RECORDS AND COMMUNICATIONS

Section 1. Records

The Association shall maintain accurate records including:

- Minutes
- Financial records
- Membership records
- Governing documents

Section 2. Public Communication

The Association may maintain newsletters, websites, social media, and other communication platforms to inform members and the public.

ARTICLE XII

TRADEMARKS AND INTELLECTUAL PROPERTY

The Association may adopt and protect names, logos, symbols, publications, and other intellectual property associated with the Washington Park Neighborhood Association. Use by outside parties shall require Board authorization.

ARTICLE XIII

AMENDMENTS

Section 1. Amendment Procedure

These Bylaws may be amended by majority vote of eligible members present at a regular meeting, provided:

1. The proposed amendment has been presented at a prior regular meeting; and
2. Members have received reasonable notice of the proposed amendment before the vote.

Section 2. Effective Date

Approved amendments shall become effective immediately unless otherwise specified.

CERTIFICATION

These revised Bylaws were adopted by the membership of the Washington Park Neighborhood Association on _____, 20____.

Secretary: _____

President: _____