

**BY-LAWS (amendments adopted October 12, 2015)**

**OAKHURST NEIGHBORHOOD ASSOCIATION**

**ARTICLE I**

The name of the organization shall be Oakhurst Neighborhood Association.

**ARTICLE II PURPOSE**

The purpose of the organization shall be to promote and improve the well-being of the neighborhood through community-building activities. The organization shall also serve as a voice for the Oakhurst neighborhood to other individuals, organizations, and institutions on issues affecting the neighborhood and its residents.

**ARTICLE III MEMBERSHIP**

- A. All residents and others legitimately concerned with the Oakhurst neighborhood area of South Decatur, Georgia shall be considered members of the organization. All questions of eligibility for membership shall be referred to the Executive Committee for a decision. The Oakhurst neighborhood area is defined by borders of College Avenue on the North, Decatur city limits on the West and South, and McDonough on the East.
- B. All members are eligible to attend and participate in organizational meetings and events.

**ARTICLE IV OFFICERS**

- A. The officers shall be that of President; Vice President; Secretary, and Treasurer.. Job-sharing may be allowed, if approved at the time of election by the membership.
- B. Officers shall be elected by majority vote at the annual meeting.
- C. Duties of officers shall be as follows:
  - a. President: Shall prepare agenda, conduct meetings, call special meetings, appoint committees, and assure that activities are well planned, coordinated, and implemented. The President shall also chair the Executive Committee.
  - b. Vice President: Shall assist President in all activities, serve in the President's absence, and serve on the Executive Committee.

- c. Secretary: Shall keep minutes of all meetings, establish as necessary and maintain a directory of neighborhood residents and businesses, and serve on the Executive Committee.
- d. Treasurer: Shall collect and safeguard all monies of the organization, prepare and present financial reports at each meeting, and serve on the Executive Committee.

**ARTICLE V MEETINGS**

- A. An annual meeting shall be held in the fourth quarter of each year, during which officers will be elected.
- B. Meetings of the membership shall be held at least twice per year in the Oakhurst neighborhood, during which regular business shall be conducted.
- C. Special called meetings may be called by the President and/or the Executive Committee for the purpose of conducting business which is urgent in nature. Reasonable attempts of such a meeting shall be made by the President and/or the Executive Committee.
- D. The President shall call meetings of the Executive Committee at intervals during the year, not less than once per quarter, for the purpose of long-term planning and identifying issues to bring before the membership.

**ARTICLE VI COMMITTEES**

- A. The Executive Committee, consisting of the President, Vice President, Secretary, and Treasurer, is the only standing committee.
- B. Ad hoc committees may be appointed by the President to accomplish tasks and handle special events. These committees may serve to support functions including:
  - a. Beautification
  - b. Fundraising
  - c. History

- d. Marketing, which includes website and social media
  - e. Safety, including Oakhurst Watch, Local Safety (OWLS)
  - f. Welcome and member outreach
  - g. Social and special events, which may include subcommittees and/or liaisons for events such as Jazz Nights, the Wine Crawl, and the Barbeque Blues and Bluegrass Festival.
- C. The Executive Committee shall be empowered to act for the organization between regular meetings and shall make a report at each regular meeting.
- D. Committee Chairs will make reports at each regular meeting as appropriate to their activities.

ARTICLE VII FINANCES

- A. The organization shall maintain and keep monies in order to carry out activities and for other purposes. The Executive Committee is empowered to authorize the expenditure of funds for appropriate purposes. The Treasurer shall present financial reports at regular membership meetings.
- B. Monies shall be collected from sponsorship, purchases and donations of the membership and other supportive individuals, organizations or institutions.

ARTICLE VIII TERMS OF OFFICE

- A. The term of office shall be one year. Officers may serve consecutive terms.

ARTICLE IX ELECTIONS

- A. Elections shall be held at the annual meeting in October. Officers shall be elected by ballot through the majority vote at this meeting.
- B. Outgoing officers will preside and serve for the last time at the December meeting. Incoming officers will preside and serve for the first time at the January meeting.

ARTICLE X QUORUM

- A. Regular membership meetings shall require at least seven (7) members to be present in order to vote on business.
- B. Executive Committee meetings require at least a majority of members to be present in order to vote on business.

ARTICLE XI AMENDMENTS TO BY-LAWS

- A. Amendments to By-laws may be considered when deemed necessary by two-thirds of the membership present at a meeting. Amendments may also be presented by the Executive Committee for consideration by the full membership.
- B. Notice of proposed amendments shall be presented at the regular meeting at least one month prior to calling a vote.