

R1 Evansdale Neighborhood Association Guidelines

Core Values, Goals and Objectives of the R1 Evansdale Neighborhood Association

We, the R1 Evansdale Neighborhood Association, aim to:

- **preserve** the safety and character of our single family neighborhood for our residents and visitors by establishing clear lines of communication with the City of Morgantown and other local governments to express our needs and concerns, and for support as identified in the City's 1999 Comprehensive Plan, LU-23, Goal D, Objective D1 and strategies D1a – D1c.
- **protect** our property values by enforcing and managing suitable and responsible exterior property maintenance standards as identified by City Code to create and maintain an aesthetically pleasant single family-oriented community.
- **promote** the peace, good order, safety, comfort, convenience, and welfare of our residents and visitors by reducing noise, litter, hazardous traffic conditions, vandalism, public intoxication, illegal drug use and trafficking.

We will protect:

- **property values** by establishing a better awareness of proper maintenance issues throughout the neighborhood, and encouraging owner-occupancy by partnering with the Morgantown Homeowner Initiative and other programs to increase owner-occupied dwellings.
- **our neighborhood** from unsafe vehicular and pedestrian conditions, polluted air, excessive noise, trash and refuse caused by increased traffic using our streets to and from home, work and school, and from those living within our boundaries who do not share an appreciation of the safe and serene settings of home.
- **our residents** from unreasonable burdens in gaining access to their residences and parking privileges resulting from the use of residential streets for parking by persons not residing in the neighborhood.

We will serve:

- **as ambassadors** to seek and secure civic responsibility in individuals, organizations and formal and informal entities having any impact on our neighborhood of health and safety, and overall quality of life issues

R1 Evansdale Neighborhood Association Guidelines

October 8, 2006

Article I. Introduction

1.1 Purpose of the Association: To exchange information, act collaboratively and, where appropriate, develop consensus, positions, or input on any and all city, county, and state issues that affect the integrity and quality of life of our residential neighborhood, as outlined in our core values, goals and objectives. The R1 Evansdale Neighborhood Association may hereinafter be abbreviated in this document as R1ENA or the Association.

1.2 Powers: Except as limited by the Articles of Incorporation or these guidelines, the Association shall be an organization that shall have and exercise such powers in furtherance of its purposes as are now or may hereafter be granted by the applicable laws of the State of West Virginia.

1.3 Equality: The R1 Evansdale Neighborhood Association will not discriminate against individuals or groups on the basis of race, religion, gender, sexual orientation, age, disability, national origin, income, or political affiliation in any of its policies, recommendations, or actions.

Article II. Geographic Boundaries

2.1 Boundaries: The boundaries of the R1 Evansdale Neighborhood Association are described as follows:

“Beginning at the intersection of Riverview Drive and University Avenue in a westerly direction to the intersection of Riverview Drive and Oakland Street, then along the center line of Oakland Street to its intersection with Rawley Lane, then in a southeasterly direction to the intersection of Riverview Drive and Rawley Lane.

This boundary description is intended to include as part of the boundary both sides of Riverview Drive in its entirety; the eastern side of Oakland Street from Riverview Drive to Rawley Lane; both sides of Rawley Avenue from Oakland Street to Riverview Drive; both sides of Dudley Avenue in its entirety; both sides of Hawthorne Avenue in its entirety; both sides of Fairfax Drive in its entirety; both sides of Vassar Street from Fairfax Drive to Rawley Lane. The boundaries are shown on the map attached hereto.

R1ENA intends that the Morgantown City Council mediate any disputes about boundaries with other associations.

Article III. Membership

3.1 Membership: Membership is open to all persons, at least eighteen (18) years of age, who occupy a residence within the boundaries of the association. In order to become a qualified member, a person must attend, at a minimum, **two meetings within a 12-month period**, register for membership with the Executive Committee, and pay dues as established by the Executive Committee. **Membership is limited to one member per address.** By written proxy, another member of the household may represent the member and vote for said member. Votes are limited to one vote per household.

3.2 Powers and Duties: At every publicly publicized meeting of members, an affirmative majority vote only of those members present shall be necessary for the adoption of a motion or resolution and for the termination of all questions and matters that shall come before the meeting. A Member shall have the right to vote at the second meeting he or she attends as a qualified member. Each member qualified to vote shall have the right to one vote or to abstain from voting on any matter. Members may vote in person or by proxy appointed by an instrument in writing, signed by such member, and filed with the secretary at or before the meeting. Said proxy so appointed shall be a qualified Member of the Association.

No member shall purport to represent the Association at any meeting or before any person or media representative unless authorized to do so by the Association.

3.3 Guests and Visitors: Non-members may attend RIENA meetings and Executive Committee meetings at the invitation of and accompanying any member. Repeated and continued attendance shall be at the sole discretion of the Executive Committee.

3.4 Termination: Membership shall be considered terminated under two circumstances.

- Emigration from the neighborhood property previously occupied as the owner occupant or tenant.
- Non-payment of dues

3.5 Expulsion: Any member whose conduct, in the opinion of two-thirds (2/3) of the voting membership, is detrimental to the welfare of the Association, may be suspended from the Association for a period of no more than one (1) year.

Article IV. Meetings of Members

4.1 Meetings: Meetings are open to the public, but only members of the RIENA who meet the above criteria may vote. Meetings shall be held four (4) times per year and dates of meetings will be decided upon at the previous meeting. All meetings, changes, and cancellations will be publicized using whatever reasonable means available, including telephone, flyers, radio, television, printed media, U.S. Mail, or electronic mail. Notices shall be distributed no less than seven (7) days before a meeting is to take place. However, failure to receive a meeting notice does not mean that a meeting is invalidated. Cancellations and/or changes in meetings will be agreed upon by the Executive Committee using the aforementioned media. A reasonable effort will be made to notify the membership of meeting cancellations or changes. Meetings shall follow established rules such as Robert's Rules of Order.

4.2 Special Meetings: The Executive Committee at their discretion may call special meetings of the members. In addition, upon the written request of ten or more of the voting members, the Executive Committee shall call a special meeting to consider a specific subject. Notice for time and place of any special meeting is to be given using whatever reasonable means available. No business other than the subject of the Special Meeting shall be transacted at said meeting. Special Meetings shall follow established rules such as Robert's Rules of Order.

4.3 Voting: Voting shall be by hand, voice, ballot, or role call at the discretion of the President or presiding officer. Voting may only take place at a meeting or special meeting as outlined above. Proxy votes for members may be placed as outlined in Article III.

Article V. Executive Committee

5.1 Composition: The Executive Committee shall consist of four officers, as described below in Article VI, and the chair of any standing committee.

5.2 Executive Committee Meetings: The Executive Committee shall meet at its own discretion.

5.3 Quorum: A simple majority of the Executive Committee shall constitute a quorum for the transaction of business.

5.4 Procedure: The Executive Committee may adopt its own rules of procedure that shall not be inconsistent with the Articles of Incorporation, these Guidelines or applicable law.

5.5 Powers of the Executive Committee: All of the business and affairs of the Corporation shall be managed by the Executive Committee in a manner consistent with these Guidelines and other applicable law. The Executive Committee reserves the power to act for the RIENA on any subject matter deemed urgent.

Article VI. Officers

6.1 Officers: The officers of the Neighborhood Association shall be a President, Vice President, Secretary, and Treasurer, all of whom shall be elected from the Voting Membership. Officers elected shall hold term for one (1) year.

6.2 Appointment and Tenure: Nominations for election to the Executive Committee shall be made by a nominating committee or from the floor at the meeting so designated for elections. All nominees must meet the membership requirements set forth in Article III. All nominees shall confirm their willingness to serve if elected, prior to their name being placed on the ballot. Nominations and elections shall be held at the meeting immediately following the resignation.

6.3 Resignation and Removal: Any officer may resign at any time by giving written notice to the President or to the Secretary, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Any officer may be removed upon the affirmative vote of two-thirds (2/3) of the voting members present at duly publicized regular or special meeting whenever in its judgment the best interest of the Neighborhood Association would be served thereby, but such removal shall be without prejudice, if any of the officers is so removed.

6.4 President of the Executive Committee: The President of the Neighborhood Association shall prepare an agenda, preside over all meetings of the Neighborhood Association and the Executive Committee, and be a consulting member of all committees formed.

6.5 Vice-President of the Executive Committee: The Vice-President of the Neighborhood Association shall act as President in the absence of the President and when so acting, shall have the power and authority of the President. The Vice-President shall have such other duties, as the Executive Committee shall from time to time assign to the office.

6.6 Secretary: The Secretary shall send or have sent appropriate notices for all meetings, shall act as custodian of all records and reports, and shall be responsible for maintaining adequate records of all meetings of the Neighborhood Association and the Executive Committee.

6.7 Treasurer: The Treasurer shall have charge of all funds of the Neighborhood Association. The Treasurer shall see that a true and accurate accounting of all financial transactions of the Corporation is made and that reports of such transactions are presented to the Neighborhood Association at each of the regular meetings or at special meetings as called. The Treasurer shall pay all orders on the Treasury as set forth in the budget. Budgeted obligations concerning the Neighborhood Association require two signatures (Treasurer/President). All monies must be brought to the attention of the Executive Committee at the next meeting.

Article VII. Committees

7.1 Additional and Combination: The Executive Committee, by resolution adopted by a majority of its members, may create one or more committees consisting of at least two (2) persons. If the Executive Committee determines that any one or more of the committees should not exist, the Executive Committee shall assign the functions of such committees to a new committee or to the Executive Committee as a whole.

7.2 Standing Committees: Committees shall include but are not limited to: Government Relations, Community Relations, WVU Relations, Safety and Infrastructure Committee. The Government Relations Committee shall maintain communication with local, state and federal government agencies and other organizations. The Community Relations committee shall maintain communication within the RIENA, the greater Morgantown community including, but not limited to, other neighborhood associations. The Community Relations committee shall also coordinate special events, and the efforts of volunteers in the neighborhood to assist the elderly, disabled and others in need in the

neighborhood. The WVU Committee shall keep in contact with West Virginia University Administration, Student Organizations, Faculty and Staff. In the very least, the Safety and Infrastructure Committee shall coordinate Block Captains, seek Neighborhood Watch activities and tools, and designate a representative to attend monthly Neighborhood Watch meetings. The Safety and Infrastructure Committee shall also monitor traffic, the condition of street signs, roads and utilities throughout the neighborhood. The Safety and Infrastructure Committee shall also monitor the condition and status of properties in the neighborhood, educate and inform residents of applicable codes, and report violations of code or ordinances to the proper authorities.

Article VIII. Board of Directors and Annual Meeting

8.1 Composition: The Board of Directors shall consist of all elected officers, the immediate past president and vice-president, and all standing committee chairs.

8.2 Annual Meeting: Meetings of the Board shall be held once per year with the announcement of time and location to be made in the methods established in Article IV. Board meetings are open only to members as outlined in Article III.

8.3 Agenda: A review of the RIENA Finances, RIENA Guidelines, Core Values, Mission Statements, and Goals shall be conducted at this meeting. In addition, other items of interest may be brought up for review at this meeting, at the discretion and approval of the Board of Directors.

Article IX. Fiscal Responsibilities

9.1 Income: The Neighborhood Association shall have the authority to receive cash contributions, gifts of materials and free services, grants, endowments and bequests, and investment earning and income from other legitimate sources.

9.2 Fiscal Year: The fiscal year for the Neighborhood Association shall begin on July first (1st) of each year.

9.3 Dues: The establishment of dues shall be set by the Executive Committee and approved by the general voting membership. Dues shall be set for the year at the first meeting of each year.

Article X. Dissolution

10.1 Dissolution: In the event the purposes for which this organization has been formed no longer require its existence, the Neighborhood Association as a corporation shall be dissolved pursuant to its Articles of Incorporation and the laws of the State of West Virginia. Its assets shall be distributed for one or more exempt purposes within the meaning of section 501 (c) (3) of the tax code, or shall be distributed to the federal government, or to state or local government for public use.

Article XI. Merger

11.1 Merger and Acquisition: Under no circumstances may this corporation be merged with or purchased by any organization(s) existing for public or private purpose.

Article XII. Indemnification of Officers

12.1 Indemnification: The R1 Evansdale Neighborhood Association agrees to indemnify and hold harmless each Officer, Board member, and Committee Chair from and against all costs, losses, liabilities, damages, claims, and expenses (including attorney fees as incurred at trial and on appeal) arising from actions or interactions taken or omitted in his or her capacity as an Officer, Board member, or Committee Chair. This indemnification includes, without limitation, actions taken or omitted by the Officer, Board member, or Committee Chair consistent with these Guidelines and in furtherance of the business or affairs of R1ENA. The satisfaction of any indemnification of the Officer, Board member, or Committee Chair under this section will be from, and limited to R1ENA assets. R1ENA Officers, Board Members, and Committee Chairs shall not have any personal liability on account of R1ENA or its actions.

Article XIII. Amendment

13.1 Amendments These Guidelines, with the exception of Article XIII, may be amended by a two-thirds (2/3) vote of those Neighborhood Association members present at a duly constituted and convened general meeting, provided that the proposed amendments have appeared on the agenda of the meeting preceding the meeting at which the voting on the amendment is to occur. Any amendment to Article XIII of these Guidelines must be ratified by a two-thirds (2/3) vote of the members of the Association in addition to the required amendment notice and procedure previously set forth.