

Constitution

Hemingway Village Civic Association

Article I

Name

The name of this organization shall be the Hemingway Village Civic Association, hereafter referred to simply as the Association.

Article II

Purpose

The purpose of the Hemingway Village Civic Association shall be to promote the common good and general welfare of the people of this community and to bring about civic betterments and social improvements. It shall attempt to assure conformance with Hemingway Village building and deed restrictions. It shall provide a forum for the consideration of other matters of community betterment. It shall serve as a basis for cooperative efforts for community improvement. It shall take cognizance of matters such as: government, education, public utilities, public facilities (including streets, signs, sidewalks, and lighting), public safety and protection, zoning and zoning variances, social and recreational endeavors, and any other matter of general community interest which may be brought to the attention of the association Officers.

Article III

Membership and Voting

To be eligible for membership, a person shall be an owner and/or spouse of an owner of property in Hemingway Village and meet the following provisions: said property shall be an owner-occupied, detached single family dwelling; said owner and/or spouse of an owner shall also have paid current dues as set forth at the Annual Membership Meeting. Each household shall have 2 (two) votes to represent their household to be cast as the household shall decide. There shall be no absentee or proxy voting between households. Persons who have not met the above conditions but who either reside or own property in Hemingway Village may attend any meetings, and have the right to speak at such meetings of the Association. They may also be involved in the general affairs of the Association; however, since they do not meet the above provisions for membership, they shall not have voting privileges within the Association

Article IV

Due and Expenditures

The annual dues for each household shall be set at the Annual Membership Meeting by the majority vote of the members present. Dues accrue the first day of each fiscal year for this association and are to be paid within 30 days. Any member delinquent in the payment of dues shall be ineligible to hold office or to vote until all arrears have been fully paid.

Current year's dues are _____. The Association's fiscal year begins April 1st and ends March 31st of the following year.

No funds of this organization shall be spent for any purpose other than those consistent with the purposes and objectives of the Association. At the Annual Membership Meeting the Association's Officers shall submit a budget to the members. The budget shall include a 10% deviation clause to account for inflation, etc. Said general budget is to be approved by a majority of the members present.

Article V

Meetings

To constitute an official meeting of the Hemingway Village Civic Association at least 30% or 8 whichever is the lesser, of households must be represented by a voting member. There shall be at least one meeting held annually.

The Annual Membership Meeting of the Association shall be held in the month of April of each year. All members shall be notified in writing not less than thirty (30) days in advance of the Annual Membership Meeting. Notice shall state the date, time and location of the meeting, and said notice will be done by an Officer of the Association. The Annual Membership Meeting shall be for the purpose of electing of Officers, and for any such purpose as stated in the notice.

A Special Meeting of the membership may be called by the President, or by the written petition of a majority of the membership. Such Special Meeting shall be held within sixty (60) days after called. Written notice shall be given to each member of the Association at least forty-eight (48) hours prior to such meeting by the Secretary of the Association. Any decisions, actions, etc., by the Special Meeting shall be reached by a majority vote.

Article VI

Order of Business

The order of business at all meetings of the Association shall be as follows: 1. Roll call; 2. Reading of the Minutes; 3. Treasurer's report; 4. Report of the committee chairpersons; 5. Unfinished business; 6. New business; and 7. Call for adjournment.

Article VII

Standing and Special Committees

There shall be the following Standing Committees: Community Improvement Committee, Membership Committee, and Social Functions Committee.

The President shall appoint the presiding officer and members to each Standing Committee. Special Committees may be created by the Officers and appointed by the President. They may also be established by a majority vote of those attending any official meeting of the Association.

All person(s) on the Standing and Special Committees must be members of the Association.

All recommendations, reports, etc. by the Committees shall be reported to the President, before any actions can be taken by the Association.

Article VIII

Elections

At the Annual Membership Meeting the Association Officers shall solicit and submit nominees for the Association's Officer positions. Additional nominations will be received from the floor at the Annual Membership Meeting. The election will be conducted by written ballot. The results will be tabulated and the elected Officers will assume the positions.

Article IX

Amendments

The Hemingway Village Civic Association Constitution may be amended at any meeting of the general membership of the Association. Any proposed amendments to the Constitution should be submitted in writing to the entire membership prior to said meeting. If the requirements of Article V, are met, and a quorum is present, a two thirds (2/3) majority of voting members present shall be sufficient to approve any amendments.

Article X

Officers

All officers shall be elected at the Annual Membership Meeting, according to the specifications outlined in Article V and Article VIII. Each officer must be a member of the Association and shall be elected for a term of one (1) year. They shall serve without compensation. Any officer can be removed at any time, with or without cause, by a majority vote of the members of the Association at a Special Meeting, according to the requirements for Special Meeting(s) outlined in Article V.

Officers of the Association shall consist of the President, Vice President, Treasurer, and Secretary. Officers of the association shall attend all Association meetings. Officers, if deemed necessary among themselves, shall elect to have any additional meetings. Officers shall attend the Annual Membership Meeting and any Special Meetings. The presiding officer at any meeting shall be the President, or in hi/her absence, the Vice-President.

Article XI

Responsibilities of Officers

All authority and responsibility for the conduct of the Association's affairs shall be vested in the Association Officers. A quorum for any meeting of the Officers shall consist of 3 elected members. The Officers shall meet four (4) times per year. Any vacancy in the Officers positions shall be filled by the President> Such appointee shall serve the term until the next Annual Membership Meeting.

The Officers shall have the authority to adopt and publish the Association's resolutions. They shall present a financial statement for the Association at the Annual Membership Meeting. They will present an annual budget at said meeting to be approved by a quorum of members in attendance.

The Officers shall have the power to pass such resolutions as it deems necessary to promote civic unity and improvements. Such resolutions will be binding on the organization ten (10) days after written notifications to ALL members. It is the duty of the Officers to manage the affairs of the Association to the best of their ability for the general welfare of the community. The decisions of the Officers shall be final and binding upon the membership.

Article XII

Duties of the Officers

PRESIDENT

He/she will preside over meetings of Officers, annual Membership Meeting, and any Special Meetings. The President shall have the authority, to appoint members to the Standing and Special Committees and to designate the presiding officer of such committees. The President coordinates any problems within the neighborhood, Keep informed on Village Council, Planning and Zoning Commission, and School Board affairs, either through himself/herself or through his/her representative via the Special Committees. All action(s) recommended by Special and Standing Committees shall be presented to the President. In addition the Presidency shall be the designated spokesperson for the Association in matters of publicity, the media, etc.

VICE-PRESIDENT

Takes minutes of meeting(s) when Secretary cannot attend. Presides over any meeting(s) when the President cannot attend. Makes arrangements for facility where meetings can be held. Prints and distributes any notice(s) of any meeting(s) by the Secretary to the block captains. Said notices are to be placed in every mailbox by the times specified in Article V prior to meetings being held. The Vice-President shall assume the duties of the President when the President is absent and shall perform such other duties as the President shall determine. The Vice-President shall assume the office of President if for any reason the President leaves office, until the next Annual Membership Meeting is held.

TREASURER

The Treasurer shall handle all monies and financial records of the Association, including the monies of all Standing and Special Committees. The Treasurer is responsible for the collection of monies and keeps records of all membership dues. The Treasurer shall be required to sign all checks drawn upon the funds of the Association. The Treasurer will keep records of all expenditures and assist with the budget plans for the fiscal year, and gives treasurer reports at any meetings.

SECRETARY

Takes minutes of all meetings, including Annual Membership Meeting, Special Meetings, and meetings among officers of the Association. The Secretary shall maintain the correspondence, send notices of the meetings, and such other records of the Association as the President shall determine. Reads minutes of previous meetings to membership at next meeting. Keeps a current attendance roster for membership sign-in at the Annual Membership Meeting, and Special Meeting.

Article XIII

Disclaimer

It is further understood that the Hemingway Village Civic Association, as a whole and the individual members thereof, will never pay, condone, or accept responsibility for acts of negligence, indiscretions, or personally motivated efforts professing to represent the majority interest of the membership-without the memberships knowledge, consent, or direction of same. Further, each member agrees not to act as an agent, express or implied, for the Association without authority there from.