



Byram Neighborhood Association

BY-LAWS OF THE BYRAM NEIGHBORHOOD ASSOCIATION

I. PURPOSE

The Byram Neighborhood Association (BNA) is a not-for-profit association of the neighborhood residents formed to protect preserve and improve the quality of life in Byram. Our mandate is to provide a voice for our community and to ensure that the wishes of the residents are being best served by the Town of Greenwich.

The BNA seeks to be an integral part of any deliberation process that will review decisions on topics and policies considered by, but not limited to, local and state governments, area businesses and other local associations and groups that will have an impact in district 4 and 4a, otherwise known as Byram.

II. MEMBERSHIP

Any person over the age of Eighteen (18) who resides within the boundaries of Byram (District 4 and 4a) or who owns real property therein may join the BNA. Membership may be secured by attending and signing in at two (2) general BNA meetings contained within a calendar year (01/01 to 12/31) or who is doing satisfactory work on a BNA created committee. Failure to maintain regular attendance or working on a committee may result in termination of membership.

III. CONTRIBUTION

Voluntary annual contributions of \$5.00 per household and will be held by the treasure in a bank account in the BNA name. The treasurer will make an annual accounting of the association's funds, receipts and expenditures at the end of the year meeting unless otherwise determined by action of the association.

IV. NO PROPERTY INTEREST OR RIGHTS CREATED

The BNA is not a separate entity, partnership or corporation. It has no existence for tax or any other purpose separate from the individual interest of each BNA member. The BNA has no securities or shares, and membership shall not be construed as ownership interest, security, trust or other property interest or expectation cognizable at law or in equity.

Neither the BNA nor any representative shall have the power to legally bind any other member of the BNA without the express consent of the member to be so bound. These By-Laws of BNA may be amended only with the approval of at least two-thirds (2/3) of the Executive Committee present at a duly convened meeting of the BNA. Twenty five (25) members will be needed for a quorum on the structure of the organization, with a fifty on (51) % majority vote.

V. INITIAL APPOINTMENT AND TERMS OF OFFICE

One Chairperson, Vice Chairperson, Secretary and Treasurer shall be elected by secret ballot or a show of hands at a general meeting to serve through January of the coming year (2005) at which time the members present or represented by proxy will elect an executive committee to serve until

the next annual meeting (January, 2006). Only one (1) RTM representative from district 4 or 4a may serve on the executive committee of the BNA during its one (1) year term.

VI. OFFICERS' DUTIES

A. Chairperson / Vice Chairperson

- i. Committee appointments
- ii. Representing or appointing an alternate representative at meetings of other organizations and government bodies.
- iii. Chairing full Association and executive committee meetings.
- iv. Creating or requesting correspondence with other entities or person on matters of Association interest to express the views of the Association or advocating specific actions.
- v. Provide a point of contact for Association members, other community associations, interest groups and government bodies.

B. Treasurer (Designated Board Member)

- i. Collect and deposit membership contributions or other funds acquired by the Association.
- ii. Distribute and spend funds per Executive Committee or Board approvals.
- iii. Prepare and present to the Association and Annual Report or finances or interim reports as requested by the Executive Committee, Board or Association members.

C. Secretary (Designated Board Member)

- i. Maintain minutes and records of all meetings.
- ii. Maintain a current roster of membership
- iii. Issue notices of membership meetings.

VII. EXECUTIVE COMMITTEE

The Executive Committee consists of four (4) officers elected to the Board at the annual meeting and the chairperson of any committee created by the BNA, or created by the BNA Executive Committee, while that committee is in existence, with full powers of the membership to approve actions by the officers of the Board.

VIII. MEETINGS

The BNA will hold an open meeting on the Wednesday immediately following ever RTM meeting.

Additional meetings may be called for at the request of a majority of the board or a majority of those present at a general meeting.

The Chairperson, in consultation with the Executive Committee members will determine agenda items. BNA members are encouraged to submit in writing, or via email, to any Officer no later than one week prior to the posted date for a scheduled meeting.

Announcements of scheduled meetings will be placed in at least three (3) public locations in Byram. A list of agenda items will be made available upon request to the secretary.

IX. EXPENDITURES

Routine and administrative expenditures will be approved by the authority of the Chairperson. A majority of the Executive Committee or the membership at a general meeting will be required for approval of other expenditures.

X. VOTING PROCEDURES

The election of Board Members and Executive Committee Members will be determined by a plurality of members present at the annual meeting. The list of candidates will be created by nominators from the general membership and the sitting officers, board or executive committee no later than fourteen (14) days prior to the selected election date. Nominators from the general membership shall be forwarded to any officer, board member, or executive committee member prior to the fourteen (14) day limit. The list of candidates will be posted at the Byram Archibald Neighborhood Center (BANC) and the Byram Shubert Library no less than seven (7) days prior to the election.

Resignations and vacancies will be filled by a plurality vote of the Executive Committee as required, but only after the vacancy is announced at the next general meeting so nominations may be suggested by the membership, and said person will serve until a successor is elected at the next annual meeting.

XI. DURATION AND DISPOSITION OF FUNDS

The BNA will continue in existence as long as there are at least ten (10) members. If fewer than ten members exist for more than sixty (60) days the BNA shall cease to exist.

Any funds held by the BNA treasury will be donated to the New Lebanon PTA or any such other charitable organization that is based in Byram or District 4a by plurality vote of the remaining members present at the last meeting.

XII. REVIEW

These By-Laws will be adopted for the year 2005 and will be subject to review at every annual meeting held thereafter.