

By-Laws
of
Lindbergh Forest Neighborhood Association
(approved July 15, 2015 updated April 2019)

Article I: Name

The Name of the organization shall be the Lindbergh Forest Neighborhood Association (hereinafter "Association").

Article II: Purpose

The purpose of the Lindbergh Forest Neighborhood Association is to protect, preserve, and enhance the quality of life of the residents of the neighborhood by promoting a strong sense of community with involved citizens and developing solutions to community issues.

The Neighborhood shall be all that area that lies within the boundaries between the southern boundary of the Old Sevier Neighborhood Association, which runs parallel to Lippencott on the west side and the back of Dogwood Elementary toward the east side, and is to the north of East Moody Ave/Sevierville Pike and comes to a point where East Moody and Chapman Hwy intersect. East and west boundaries are at James White Parkway and Chapman Highway, respectively.

Article III: Membership

The Association shall consist of homeowners, landlords, and tenants within the Neighborhood.

Article IV: Officers

There shall be a President, Vice-President, Secretary and Treasurer.

1. Election

There shall be an election of officers at each June Business Meeting. The elected officers will take office the following month on July 1.

2. Nomination

Nominations can be submitted to the current President or Vice President during the month preceding the June Business Meeting. Self nominations will be accepted.

3. Terms of Officers

Terms of officers shall be staggered as follows: the President and Treasurer will be elected in even years; the Vice-President and Secretary will be elected in odd years. The President and Treasurer elected in 2015 will serve a 3 year term (from 2015 to 2018).

4. Duties

a. President: It shall be the duty of the President to preside at all Association meetings, to ensure that all directives and actions of the Association are properly carried out, to keep the Association active in events and activities, to be a contact person for police, City Council, etc., be a member ex-officio of all committees, and assign duties where applicable. The President will also have access to the Association bank account and has the authority to sign Association checks.

b. Vice President: It shall be the duty of the Vice-President to assist the President in his/her duties, including to keeping the Association active in events and activities, and to assume the Presidency if for any reason the acting President is unable to perform his/her duties. The Vice President will also have access to the Association bank account and has the authority to sign Association checks.

c. Secretary: It shall be the duty of the Secretary to accurately record the actions and decisions of the Association. The Secretary shall assist with other administrative duties as requested.

d. Treasurer: It shall be the duty of the Treasurer to oversee the financial affairs of the Association. The Treasurer will have access to the Association bank account and has the authority to sign Association checks.

5. Resignation and Replacement

If an Officer chooses to resign from his/her elected office, that Officer must give notice in writing to the President or Vice President with an effective date. If no writing is submitted, the resignation will take effect immediately. An Officer can also resign at any meeting of the Association.

If an elected person has resigned or the membership elects to ouster an Officer, the Officer will be replaced to fill out the term, as follows:

- a. Any other Officer may call an emergency meeting to recommend removal. A quorum of members must be present and vote as herein set forth in Article V:2; or
- b. Any officer may call for a Special Election at a regular meeting; or
- c. The sitting President or next in line appoints a successor.

Article V: Meetings

1. Frequency

There shall be a minimum of six (6) meetings per year, at least one bimonthly, and as many additional meetings as are necessary to properly conduct the business of the Association, at the discretion of the Officers.

The June Business Meeting shall occur in June of each year.

2. Quorum/Voting

At all meetings of the Association, a majority of the number of members present shall constitute a quorum for the transaction of business. However, in no event shall the number present be less than ten (10) in order for the transaction to occur. No proxy votes will be accepted.

Article VI: Amendment

The By-Laws of the Association may be amended by voice of vote of a majority of the membership of the Association.

Article VII: Procedure

Robert's *Rules of Order* shall govern the conduct of business at all meetings of the Association.

Article VIII: Lindbergh Forest Neighborhood Association Dues

The question of dues, whether they will be collected, who will owe them and how they will be spent, will be revisited by the association in January of each year. Dues currently are voluntary and may be given in an anonymous manner.