

WORKING FINAL DRAFT 10-28-13

Gulfton Super Neighborhood Council By-Laws

Article I—Name

The name of the Council shall be the Gulfton Super Neighborhood Council (sometimes referred to as “Gulfton Council,” “Super Neighborhood Council” or “Council”).

Article II—Boundaries

The Gulfton Super Neighborhood is the area more particularly depicted on the map attached hereto as Exhibit “A” and being more generally described as: beginning at the intersection of US 59 and 610 with its northern boundary extending in a southwesterly direction along US 59 to Hillcroft; its western boundary extending south along Hillcroft to the intersection of Hillcroft and Bissonnet; its southern boundary extending in a generally northeasterly direction first running eastward from Hillcroft along Pine Street to Renwick; then north to Bissonnet; then northeasterly along Bissonnet to Alder Drive; then south along Alder Drive to Evergreen; then eastward to Mapleridge at which point begins the Gulfton Council’s eastern boundary, which is the entire western boundary of the City of Bellaire northward and in a northeasterly direction to the intersection of US 59 at 610. (“Gulfton Area”) The boundaries of the Gulfton Council shall contain all future changes or revisions to the map and area described and depicted herein.

Article III—Purpose

3.1—The Gulfton Super Neighborhood Council is organized exclusively for one or more of the purposes specified in Section 501c (4) of the Internal Revenue Code, or corresponding section of any future federal tax code. An application may be filed with the Internal Revenue Service for the 501c (3) or 501c (4) non-profit status if and when so determined by the Super Neighborhood Council, provided that its governing body takes

steps to incorporate said organization as a non-profit corporation within the State of Texas. Hereafter, the Gulfton Council may sometimes be referred to as the “corporation.”

3.2—This Super Neighborhood Council is created for the purposes of promoting the civic betterment, social welfare, crime reduction and well-being of those certain residents, business and property owners, social service organizations, schools, and faith communities within the boundaries of the Gulfton Super Neighborhood area; and to further promote and engage in activities for their use and benefit. Said organizations described herein are situated within the Gulfton Area in Houston, Harris County, Texas as is identified in Article II.

3.3—The general purpose and power of the corporation are to have and exercise all rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act and other laws of Texas, of those powers which may hereinafter be conferred, and (i) to seek a consensus and provide citizens with opportunities to advise the City Council on issues important to each neighborhood; (ii) undertake a wide range of neighborhood improvement projects determined by the members; and (iii) with the cooperation from the City of Houston, identify and develop solutions to mutual problems.

Article IV—Membership

4.1—The Gulfton Super Neighborhood Council shall be open to any civic association, business, faith community, non-profit, social service organization, townhome/condo association, apartment complex, governmental agency, or other community-based organizations that are stakeholders (“Stakeholders”) in the Gulfton Super Neighborhood area. The Gulfton Super Neighborhood Council shall consist of one duly designated representative (“Stakeholder Representative”) of each eligible stakeholder organization. Stakeholder Representatives shall be chosen by their respective stakeholder organization.

4.2—Participation in the Gulfton Super Neighborhood Council shall not be limited by the imposition of membership requirements or fees either by the Super Neighborhood Council or participating organizations.

4.3—The Gulfton Super Neighborhood Council prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation, disability, or national origin from participating in the Super Neighborhood Council activities or serving as a council member.

4.4—It shall be the right of any stakeholder organization or group within the super neighborhood to be represented, either through new or existing organizations.

Article V—Finance

5.1—The fiscal year for conducting the business affairs of the Gulfton Super Neighborhood Council will be January 1 through December 31 of the calendar year.

5.2—Voluntary donations shall be solicited to pay for any expenditures of the Gulfton Super Neighborhood Council.

Article VI—Council Seats

6.1—A person must be a designated representative of the group they represent.

6.2—The number of seats and the manner in which designated representatives are elected can be amended in the same manner as the by-laws may be amended. The total number of seats shall always be an odd number.

6.3—Each group, organization, or entity with a seat on the Super Neighborhood Council will be allowed one vote which will be cast by the Stakeholder Representative or in his/her absence, by that group's designated alternate.

6.4—The Gulfton Super Neighborhood Council consists of the following seats to be occupied by the number of Stakeholder Representatives from the following categories of organizations, with each having one vote:

6.5—The term of office Stakeholder Representatives will be for two (2) year terms.

<u>Organization:</u>	<u>Stakeholders</u>	<u>No. of Votes</u>	<u>Alternate/No. Vote</u>
Civic Associations	2	2	2
Townhome/Condo Associations:	1	1	1
Apartment Complex:	2	2	2
Faith Organizations:	2	2	2
Businesses:	1	1	1
Schools	2	2	2
Social Service Organizations/ Governmental agency:	4	4	4
Youth Organizations:	1	1	1
Total:	15	Stakeholders/Votes/Alternates	

6.5--- Each Stakeholder Representative seat shall have an equal number of non-voting alternate seats associated with it (“Alternate”). Alternates shall not be eligible to vote unless elevated to serve in the Stakeholder Representative seat in said person’s absence.

6.6-- These representative organizations/stakeholders are for the purposes of initiation the Super Neighborhood Council and by-laws and shall not be construed as limiting the number of representatives/stakeholders eligible to participate.

Article VII—Officers

7.1—All officers shall be chosen from the membership of the Gulfton Super Neighborhood Council.

7.2—The elected officers of the Gulfton Super Neighborhood Council will be the President, Vice President, Secretary and Treasurer.

7.3—The President will preside over all general meetings and any executive committee meetings. The President will have the authority to conduct meetings and maintain order. The President will appoint all committee chairs.

7.4—The Vice President shall preside at meetings in the absence of the President. This office shall assist the President and shall perform various duties and serve on committees as assigned by the President.

7.5—The Secretary shall keep an accurate record of proceedings of all general meetings, attend to correspondence, act as custodian of current records and file and maintain up-to-date membership lists and attendance records.

7.6—The Treasurer shall keep an up-to-date record of all financial transactions, receive all money, and deposit funds in the bank. This officer shall disburse money as authorized by the Council. The Treasurer shall present a report of finances at each general meeting

of the Council. Checks disbursed shall contain the signatures of any two of the following: President, Vice President or the Treasurer.

7.7—All officers, shall be elected to two year terms at a regular November meeting attended by a quorum of the Members of the Council. Officers will be installed, and begin their term of office at the first general meeting in January of the year following their election.

7.8—All officers will be elected by a majority of the Gulfton Council.

7.9—A vacancy in an office will be filled by a special election. Officers elected to fill vacancies will assume office at the first general meeting following the special election and will hold office until the next regular installation of officers.

7.10—Any officer who fails to meet the obligations and responsibilities of his/her office may be removed from office by a two-thirds majority vote of the Super Neighborhood Council.

Article VIII—Committees

8.1—Committees will be established as the need arises by the President.

8.2—Committee chairs shall recruit committee members as needed.

Article IX—Meetings

9.1—The general meeting of the Super Neighborhood Council will be held on the same day of each month at a time and place to be designated by the Super Neighborhood Council. All Super Neighborhood Council activity will be conducted in open meetings where community stakeholders can observe and participate in discussion under defined circumstances.

9.2—In the event that the general meeting falls on a legal holiday, the time and date of the general meeting will be set by the President at the preceding general meeting with the consent of the Gulfton Council.

9.3—Nine (9) duly designated Super Neighborhood Council members shall constitute a quorum for the transaction of business at a general meeting.

9.4—Residents, stakeholders or the general public of the Gulfton Area may participate via meetings open to the public and will be notified of decisions through their participating organization.

Article X—Procedures

10.1—*Robert's Rules of Order* shall be the guide for procedure in all points of order not covered by these by-laws.

Article XI—Amendment of By-Laws

11.1—These by-laws may be amended from time to time on an as needed basis by resolution in writing, presented at a meeting of the Gulfton Super Neighborhood Council, read and approved by a two-thirds majority vote at two consecutive meetings at which a quorum is present.

ADOPTED THIS _____ DAY OF _____, 2013, and effective immediately.

Acting Secretary