

GREATER MEYERLAND SUPER NEIGHBORHOOD COUNCIL

31 BY-LAWS

April 31, 2017

(Includes Amendment as of 9/25/2017)

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ARTICLE I -- NAME

The name of the organization shall be the "Greater Meyerland Super Neighborhood Council # 31", referred to as the "Council".

ARTICLE II – Boundaries

The boundaries of Super Neighborhood #31 are defined by the City of Houston. See Appendix A for a map and description outlining the boundaries.

ARTICLE III -- DEFINITIONS

The following definitions pertain to terms contained within the Super neighborhood #31 By-laws:

Super Neighborhood - shall refer to the conglomeration of smaller, contiguous communities grouped together that fall within the boundaries set forth in Article II above.

Super Neighborhood Council (the Council) – shall refer to the group of delegates appointed in the manner stated in these By-Laws to represent the stakeholder organizations existing within Super Neighborhood boundaries #31 cited in Article II above. The make-up and voting authority of the Council is set forth in subsequent provisions herein.

Stakeholders are representative groups, organizations or entities that live/ conduct business or own property within Super Neighborhood #31 boundaries. Stakeholders may be civic associations/clubs, tenant associations, non-profit organizations, business associations, educational institutions, faith based institutions, etc. Only groups can be stakeholders, no individual may be a stakeholder. Stakeholders will be able to participate in the affairs of SN #31 but will only be able to participate in Council votes through an authorized Stakeholder Delegate to the Council.

Active and Participating Stakeholder Organizations – shall refer to those stakeholder organizations appointing a delegate in accordance with these By-Laws to represent their community or organization on the Council.

Delegate – shall refer to the individual(s) appointed as designated stakeholder representative(s), in the manner set forth in these By-Laws. Stakeholders should designate a primary and alternate delegate. Only groups can have a stakeholder delegate. Individuals can not represent themselves.

Quorum – a quorum of the Council shall consist of one-half (1/2) plus 1 of the duly designated Council delegates.

Article IV Purpose

Section 4.1 – The Council is organized for charitable, civic, educational, cultural, and general community improvement purposes, including one or more of the purposes specified in Section 501(c)(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 501(c) (3) or 501(c) (4) non-profit status, if and when so determined by the Council. The general purpose and power of the non-profit corporation, once established, is 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.

Section 4.2 -- The general purposes of the Council are:

- To promote the civic betterment and well-being of the residents, businesses, property owners, and other stakeholder groups within the boundaries of Super Neighborhood #31
- To create a broad-based community forum where stakeholders come together to discuss issues affecting Super Neighborhood #31 and work together to address them.
- To identify and advise the Houston City Council, Mayor's Office and other entities on issues important to Super Neighborhood #31
- To identify mutual problems, and to develop solutions to address them.

Article V – Membership

Section 5.1 – The Council prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation or national origin from participating in Council activities or serving as a Council delegate.

Section 5.2 - Participation in the Council shall not be limited by the imposition of fees or, except as provided by these Bylaws, any other requirements.

Section 5.3 - Super neighborhood #31 shall be governed by a Council composed of the duly designated Delegates of eligible organizations such as civic associations, non-profit/community organizations, faith-based institutions, educational institutions, and community business organizations, etc., that are stakeholders in Super Neighborhood # 31. Special interest groups are specifically excluded.

Section 5.4 - It shall be the right of any stakeholder within Super Neighborhood # 31 to be represented, either through new or existing organizations.

Article VI – Council Seats

Section 6.1 - A delegate to the Council must be at least 18 years of age and a designated stakeholder representative of the organization he/she represent. All residential delegates shall live within and/or own residential property within the boundaries of Super Neighborhood #31.

Section 6.2 - The Council shall consist of fourteen (14) members. Council members shall be elected from stakeholders in the following categories: (i) residential groups, (ii) apartment complexes, (iii) faith-based groups, (iv) Educational groups, (v) Institutional / non-profit groups, and (vi) business groups. Council officers will be elected by the council delegates.

The number of seats and the manner in which they are elected may be amended at any time in the same manner as the by-laws may be amended.

Section 6.3 – Each stakeholder organization or entity with a seat on the Council shall be allowed **one vote** which shall be cast by the stakeholder delegate, or in his/her absence, by a designated

alternate. Each represented stakeholder on the Council shall provide the Council an authorization letter every two years indicating their elected/appointed delegate and alternate delegate.

Representatives of faith-based groups, educational groups, institutional / non-profit groups and business groups shall each determine who is to be their stakeholder representative on the Council. Such determination shall be by a majority vote of the stakeholders participating within each group category. Representatives of each group may caucus amongst themselves at any time to replace their delegate on the Council.

Section 6.4 –

Residential Seats: Homeowners Associations/Property Owners Associations, Civic Clubs, and or Community Improvement Associations located within the geographic boundaries of SN #31 may appoint nine Stakeholder Delegates and associated Alternates to represent residential stakeholders.

Apartment Complex Seat. Apartment complexes within the geographic boundaries may appoint one Stakeholder Delegate and one Alternate to represent the apartment complexes. Management companies responsible for the apartment complexes and/or tenant associations shall caucus to determine the Stakeholder Delegate and Alternate.

Faith-Based Seat. Faith-based organizations located within the geographic boundaries may appoint one Stakeholder Delegate and one Alternate to represent the faith-based organizations.

Educational Seat. Educational organizations located within the geographic boundaries may appoint one Stakeholder Delegate and one Alternate to represent the educational organizations.

Non-Profit Seat. Non-profit organizations, as defined by Internal Revenue Code Section 501(c)(3), located within the geographic boundaries or other neighborhood entities which are involved within the geographic region, may appoint one Stakeholder Delegate and one Alternate to represent the organizations.

Business Association Seat. For-profit Business Associations located within the geographic boundaries may appoint one Stakeholder Delegate and one Alternate to represent business organizations in SN #31.

If an organization falls into more than one category, the organization would need to state which category will represent them.

Article VII – Officers

Section 7.1 - The elected officers of the Council shall be the President, Vice-President, Recording Secretary, Communications Secretary and Treasurer. The Executive Committee shall constitute the elected officers of Super Neighborhood # 31 Council.

Section 7.1.1 – The Executive Committee shall schedule and convene Super Neighborhood 31 Council meetings. In addition, with guidance from the Council, act on Council’s behalf to communicate with City government and City Council members, communicate with Super Neighborhood #31’s Liaison, promote participation in City governance, establish committees to carry out these and other functions as needed, and keep stakeholders apprised of happenings.

Section 7.2 - The President shall preside over all general meetings and any executive committee meetings. The President shall have the authority to conduct meetings and to maintain order.

Section 7.3 - The Vice-President shall preside at meetings in the absence of the President. This office shall assist the President and shall perform various duties.

Section 7.4 - The Recording Secretary shall keep an accurate record of proceedings of all meetings, act as custodian of current records, file and maintain up-to-date membership lists and attendance records. The Recording Secretary shall work closely with the Communication Secretary.

Section 7.5 -- The Communication Secretary shall attend to meeting notices, in-coming and out-going electronic correspondence and shall be responsible for the web presence of SN #31. The communication Secretary shall work closely with the Recording Secretary and perform such other duties as may be assigned by the President or by the Council from time to time. The Communication Secretary assumes the duties of the Recording Secretary in his/her absence.

Section 7.6 – As Amended 9/25/2017

Section 7.6 - The President, Recording Secretary and Treasurer shall be elected in even years and the Vice-President and Communication Secretary shall be elected in odd years. The first year of the Council formation, the President, Recording Secretary and Treasurer (if the position is filled) will serve until the November 2018 election, followed by a two-year term if re-elected. The elected officers shall assume their duties at the next meeting.

Section 7.7 –Officers are elected to two (2) year terms at the regular Annual Meeting in November by a quorum of the members of the Council. Except for the initial council, an officer candidate must have served on the Council for at least one year.

Section 7.8 - Officers shall be limited to serve two (2) successive terms in the same role.

Section 7.9 - All officers shall be elected by a simple majority quorum of the Council. Nominations may be accepted up to and including nominations from the floor at the election meeting prior to the election. Notification of the election will be included in the meeting notice sent prior to the election meeting.

Section 7.10 - A vacancy in an office shall be filled by a quorum vote of the members of the Council at a special election. Officers elected to fill vacancies shall assume office at the first general meeting following the special election and shall hold office until the next regular election of officers. Nominations may be accepted up to and including nominations from the floor at the election meeting prior to the election. Notification of the election will be included in the meeting notice sent prior to the election meeting.

Section 7.11 - Any officer, who fails to meet the obligations and responsibilities of their office may be removed from office by a two-thirds (2/3) majority vote of the Super Neighborhood #31 Council.

Article VIII Committees

Section 8.1 – As the need arises, committees shall be established by a majority of the Council members.

Section 8.2 – The President shall appoint all standing and special committee chairpersons. The committee chairpersons shall be a Stakeholder delegate. The committee chairperson shall, in turn, appoint additional committee members as required by the assigned task. The committee members can be delegates or non-delegates, however, they should be a member of a stakeholder organization or a potential stakeholder organization.

Article IX Meetings

Section 9.1 - The general meeting of Super Neighborhood #31 shall be held at a time and place to be designated by the Council. A quorum is required for the transaction of business at a general meeting. All Super Neighborhood Council #31 activities will be conducted in open meetings where all may observe discussions and participate under defined circumstances as defined in Section 9.3. The current convention as of 2024 is to hold our meetings online on the 4th Monday of the month at 7PM, with invites sent by email in the week prior to the meeting.

Section 9.2 - In the event that the general meeting falls on a legal holiday, the time and date of the general meeting shall be set by the president at the preceding general meeting with the consent of the Council.

Section 9.3 – An individual wishing to address Super Neighborhood #31 Council shall sign a “Speakers List” at the beginning of the meeting and shall be allowed three (3) minutes to speak.

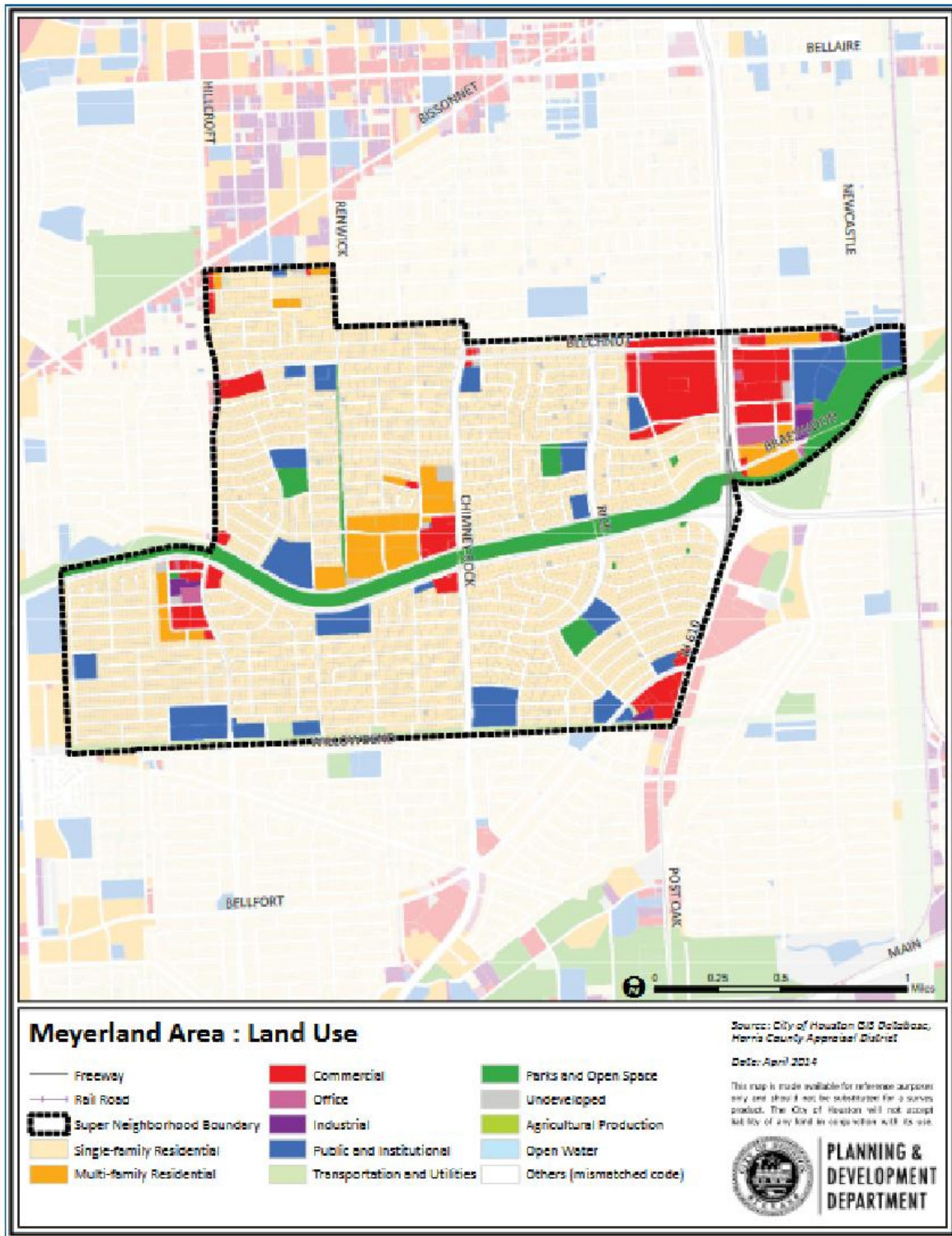
Article X – Procedures

The most current edition of “Robert’s Rules of Order” shall be the guide for procedure in all points of order not covered by the By-laws. The Recording Secretary will have a copy at each meeting for reference.

Article XI – Amendment of By-Laws

These By-laws may be amended from time to time on an as needed basis by resolution in writing and presented at a meeting of the Council 30 days prior to any voting. It takes a two-thirds (2/3) majority vote of the delegates at the general meeting at which a quorum is present.

Appendix A – Map of Super Neighborhood #31 Greater Meyerland boundaries



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Meyerland Area

Appendix B – List of currently identified eligible homeowner organizations:

Barkley Square Civic Club
Barkley Circle Civic Club
Braesmont Civic Club
Marilyn Estates Association
Maplewood South/North Community Improvement Association
Maplewood Civic Club
Meyercrest
Meyerland Community Improvement Association
Shadowcrest Homeowners Association

Appendix C – Complete list of eligible delegate seats

Residential Seats (9)
Apartment Complex Seat (1)
Faith-based Seat (1)
Educational Seat (1)
Non-Profit Seat (1)
Business Seat (1)

Appendix D

LOCATION: Meyerland Area is found on both sides of Brays Bayou at the southwest corner of Loop 610. It is composed of nine neighborhoods listed alphabetically in Appendix B.

Map essentially shows the boundaries of Super Neighborhood 31 starting in the Northwest corner to run east on Hazen to Maple to Beechnut, across 610 to the Southern Pacific Railroad, South on the Southern Pacific Railroad to Brays Bayou, West on Brays Bayou to Hwy 610, South on S. Post Oak to Willowbend, West on Willowbend to Bob White, North on Bob White to Brays Bayou, East on Brays Bayou to Hillcroft Ave, North Hazen.