

SECOND WARD SUPER NEIGHBORHOOD

COUNCIL BYLAWS

March 31, 2008 – August 6, 2018 (revised)

Article I – Name

The name of the Council shall be the Second Ward Super Neighborhood Council.

Article II – Boundaries

The Second Ward Super Neighborhood is generally bounded by the Northern boundary is Buffalo Bayou, until it reaches the Eastern boundary at Union Pacific Railroad, where it borders Central Park Subdivision. The Southern boundary is also Union Pacific Railroad parallel to the Capital and the Western boundary continues following the Union Pacific Railroad until it reaches Jensen then it goes Northwest until it reaches freeway 59 North and it follows 59 North to Buffalo Bayou.

Article III – Purpose

Section 3.1 – The Second Ward Super Neighborhood council is organized exclusively for 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, and an application may be filed with the Internal Revenue Service for the 501(c)(3) and 501(c)(4) non-profit status, if and when so determined by the Super Neighborhood Council.

Section 3.2 – The purpose for which the Super Neighborhood Council is organized shall be to promote the civic betterment and social welfare and well-being of those certain residents, business and property owners within the boundaries of the Second Ward Neighborhood area, to promote and engage in activities for their use and benefit. These organizations within the Second Ward being situated in Houston, Harris County, Texas and being that area identified in Article II (Boundaries).

Section 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

Section 4.1 – The Second Ward Super Neighborhood Council shall be open to any civic, business, faith based, non-profit, or other community-based organization that are stakeholders in the Second Ward Super Neighborhood area. The Second Ward Super Neighborhood Council shall consist of one duly designated representative of each eligible organization.

Section 4.2 – Participation in the Second Ward Super Neighborhood Council shall not be limited by imposition of membership requirements or fees either by the Super Neighborhood Council or participating organizations.

Section 4.3 – The Second Ward Super Neighborhood prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation or national origin from participating in the Super Neighborhood Council activities or serving as a council member. Council members serving on the board, and future board members to be considered as a board member must exert good citizenship mannerism, and have a clean history on their personal record.

Section 4.4 – It shall be the right of any stakeholder within the Super Neighborhood to be represented, either through new or existing organizations.

Article V – Council Seat

Section 5.1 – A person must be a designated stakeholder representative of the group they represent.

Section 5.2 – The number of seats and the manner in which they are elected may be amended in the same manner as the by-laws may be amended.

Section 5.3 – Each group, organization, or entity with a seat of the Super Neighborhood Council shall be allowed one vote which shall be cast by the stakeholder representative or his/her absence, by the designated alternate.

Section 5.4 – The Second Ward Super Neighborhood Council consists of eight (8) seats, with each having one vote. These representative organizations/stakeholders are for the purpose of initiating the Super Neighborhood Council and by-laws and shall not be construed as limiting the number of representatives/stakeholders eligible to participate. The Council Seats are as follows:

Constituency	Seats	Area
Businesses	1	Representative of a local business located within the Second Ward Super Neighborhood boundaries
Residents At-Large <ul style="list-style-type: none"> • 2 Seats from At-Large 1 Area • 2 Seats from At-Large 2 Area • 2 Seats from At-Large 3 Area 	6	Area 1- Live within the Western boundary and Milby Area 2 – Live within Milby and Lockwood Area 3- Live within Lockwood and Eastern boundary
Non-Profit	1	Representative of a local Non-Profit located within the Second Ward Super Neighborhood boundaries
Total	8	

If a resident is a member of two Council Seat constituencies, (i.e. you are a business owner and resident), he/she is only eligible to vote for one representative and run for only one constituency.

Section 5.5 – The election will be held in the 1st General meeting of the year following the completion of the previous 2-year term. The election will be moderated by the President and Secretary and verified by the Department of Neighborhoods. To be nominated as a candidate for member of the Super-Neighborhood Council or to be a voting member in the election one must have attended at least half of the general meetings in the previous term. Each Council member candidate must receive 2 nominations from voting members. If a nominee has not attended the necessary meetings from the previous term, the Council can approve the nomination with two-thirds majority vote. All voting will be done on paper ballots and anonymous.

Article VI – Officers

Section 6.1 – The elected officers of the Second Ward Super Neighborhood Council shall be the president, vice-president, secretary, treasurer, and Assistant Neighborhood Liaison.

Section 6.2 – The President shall preside over all general meetings and any executive committee meeting. The elected officers shall have the authority to conduct and to maintain order. The elected officers shall appoint all committee chairpersons.

Section 6.3 – The Vice President shall preside at meetings in the absence of the president. This officer shall assist the President, and shall perform various duties and serve on committees as assigned by the elected officers.

Section 6.4 – The Secretary shall keep an accurate record of proceedings of all general meetings, attend to correspondence, act as a custodian of current records, and file and maintain up to date membership list and attendance records.

Section 6.5 – The Treasurer shall keep up to date record of all financial transactions, receive all money, and deposit funds in 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 the two of the following: President, or Vice President, and the Treasurer.

Section 6.6 – All officers and Council Seats shall be elected to (2) year terms at the 1st general meeting of the year by a quorum of the members of the Council. Officers shall be installed at the 2nd general meeting of the year.

Section 6.7 – Officers can serve up to two (2) full successive terms with an optional (3rd) term by a two-thirds majority vote of the Super Neighborhood Council.

Section 6.8 – All officers (President, Vice President, Secretary, etc.) shall be elected by a simple majority (50%+1) of currently elected council.

Section 6.9 – A vacancy in an officer shall be filled by a special election. Officers elected to fill vacancies shall assume office at the next general meeting following the special election and shall hold office until the next general election.

Section 6.10 – Any member of the Council (or officer), who fails to meet the obligations and responsibilities of their office including failure to maintain good attendance and communication, disrespectful attitude towards fellow members of the Council and broader community may be removed from the Council by a two-thirds majority vote of the Super Neighborhood Council.

Article VII – Committee

Section 7.1 – Committee shall be established as the need arises by the elected officers.

Section 7.2 – The Committee Chairperson shall recruit Committee Members.

Article VIII – Meetings

Section 8.1 – The general meeting of the Super Neighborhood Council shall be held on the first (1st) Monday of every other month (i.e. February, April, June, August, October, and December) at 6:30PM CST, at “A facility within a public building or business building within the At-Large Area” to facilitate residents and business participation. All Super Neighborhood Council official

public meetings shall be conducted in open meetings where community stakeholders may observe discussions and participate under defined circumstances.

Section 8.2 – 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 8.3 – A simple majority of duly designated Super Neighborhood Council members shall constitute a quorum for the transaction of business at a general meeting.

Section 8.4 – Super Neighborhood at-large residents/stakeholders may participate via meetings open to the public and will be notified of decisions through their participating organizations.

Section 8.5 – An individual wishing to address the Second Ward Super Neighborhood Council shall submit a request to the Second Ward Super Neighborhood President at least a week in advance of the meeting. Each speaker shall be allowed three (3) minutes to speak. There will be a maximum limit of three (3) speakers per meeting.

Section 8.6 No profanity, disrespectful attitudes or treatment of fellow meeting attendees or any other unacceptable behavior will be tolerated at general meetings.

Article IX – Procedures

“Robert’s Rules of Order” can be a guide for procedure in all points of order not covered by the Bylaws.

Article X – Amendment of Bylaws

These Bylaws may be amended from time to time on an as needed basis by resolution in writing represented at a meeting of the Second Ward Super Neighborhood Council, read and approved by two-thirds majority vote at a general meeting at which a quorum is present.