

**By Laws of the Avenues Neighborhood Association
(AvenuesYork)
Located in York Pennsylvania**

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Article I – Name

A. The association shall be named, “Avenues Neighborhood Association”.
Alternately, referred to as “AvenuesYork”.

Article II – Purpose

A. To create a unified, diverse community of neighbors, dedicated to the establishment of and preservation of a safe, secure, enjoyable environment through open, healthy neighborhood interaction.

B. Cooperation, coordination, and citizen action. The Avenues Neighborhood Association shall work with other groups, organizations, and governmental bodies to promote the goals of the membership.

E. Membership dues will be determined by the Planning Committee and evaluated on a regular basis to ensure they meet the needs of the Avenues Neighborhood Association.

Article V – Planning Committee Members

A. The Avenues Neighborhood Association shall elect a Planning Committee comprised of the following positions which can be combined based on the needs of the individuals serving: Chair, Treasurer, Secretary, Membership Chair, Marketing Chair, Event Chair and Clean-up Chair. Ad Hoc Task Forces can be instituted as needed. Elections for these positions will be held at the annual meeting.

B. Committee Members may continue to serve in the same position if there are no interested members who have made their actions known before the annual meeting.

C. Members interested in holding office may make their intentions known to the Planning Committee in advance of the annual meeting. Nominations from the floor at the annual meeting will also be recognized.

D. The current committee chair(s) and interested member(s) in said position(s) will then be presented to the membership for a vote on said position. This vote will be conducted during the annual meeting as prescribed by the Planning Committee.

Article VI – Duties of the Planning Committee

A. The Planning Committee shall consist of the following positions which can be combined based on the needs of the individuals serving: the Chair, Treasurer, Secretary, Membership Chair, Marketing Chair, Events Chair, and Clean-up Chair. The Planning Committee shall conduct the business of the Avenues Neighborhood Association on matters arising between regular meetings of the membership.

a. The Treasurer shall maintain and keep records of all receipts and disbursements, which shall be audited annually by the Planning Committee. Monthly financial reports will be provided to the Planning Committee.

b. The Chair shall preside at all meetings of the association. In the absence of the Chair, they shall appoint another designated Committee member to preside during their absence.

c. The Secretary shall keep the minutes and records of the association, attend to correspondence, distribute the Agenda at membership meetings, and such other duties normally carried out by the secretary.

d. The Membership Chair shall maintain the membership list, conduct the yearly membership drive and dues collection, notify new neighbors to the neighborhood, and obtain speakers as needed for the membership meetings.

e. The Events Chair shall arrange and schedule all social events throughout the year.

f. The Marketing Chair shall oversee the public and social media presence of the Avenues Neighborhood Association and work towards publicizing all the Avenues Neighborhood Association sponsored events. The social media presence includes

but is not limited to the following: AvenuesYork.com, Twitter, Facebook and YouTube.

g. The Clean-Up Chair shall identify areas of the Avenues Neighborhood Association that may benefit from a neighborhood clean-up and create a process whereas the areas can be cleaned by neighbors interested in beautifying our neighborhood.

B. The Committee Chairs shall attend the monthly Planning Committee meetings and shall notify the Secretary of their absence prior to the scheduled meetings. All members of the Planning Committee shall work together as necessary through the course of their duties.

C. All Committee Chairs are required to present their action plans to the Planning Committee prior to any project/event being sponsored by the Avenues Neighborhood Association.

a. All decisions will be based on a majority vote by present Planning Committee members unless there are less than three members present, then a vote via electronic mail will be conducted by the Secretary.

D. The Planning Committee shall elect a Committee Chair, or other designated member to act as the Avenues Neighborhood Association representative to the

Alliance of Neighborhood Associations in the city of York, Pennsylvania. This representative will make every effort to attend all Alliance of Neighborhood Association meetings and act in the best interest of AvenuesYork. The Planning Committee shall also elect a Committee Chair, or other designated member to act as the “alternate” to the AvenuesYork representative during times of need.

E. The Planning Committee may make and alter rules and regulations of its own organization, provided they are consistent with the laws of the Commonwealth of Pennsylvania and these By Laws.

Article VII – Meetings and Procedures

A. One annual Membership meeting shall be held at a time and place determined by the Planning Committee.

B. The annual meeting will include the Planning Committee elections if required based on the rules stated above. “At Will” nominations will be allowed during the annual meeting as long as majority of the existing Planning Committee agrees to the act of the “At Will” nomination. Annual reports shall be presented to the membership for review and discussion. Notice about the annual meeting shall be delivered to the membership at least seven (7) days prior to the meeting date barring any unforeseen circumstances.

C. Any agenda item requiring a vote at any scheduled or non-scheduled meeting held by the Avenues Neighborhood Association can be voted on by any one individual or business member as defined in the By Laws herein and the vote shall

pass or fail by a simple majority of the voting membership as long as the quorum rule has been met as defined below. If an individual or business member is unable to attend the meeting in person, they are encouraged to cast their vote on said item in writing via postal or electronic mail to the Secretary at least eight (8) hours prior to the posted meeting. Attendance of ten (10) percent of the membership at a regular meeting shall constitute a quorum

D. A non-scheduled meeting of the membership may be called by the general membership if ten percent (10%) of the membership petitions the Planning Committee in writing. Such a meeting shall be scheduled to meet within fourteen (14) days of the receipt of a valid petition. The Planning Committee shall notify the membership about the meeting by the most effective and efficient method(s) as determined by the Planning Committee.

E. The Planning Committee shall appoint a replacement from the membership to serve out the unexpired term of office of any Planning Committee vacancy that occurs between elections. Such appointment shall be ratified by the membership at the next regularly scheduled meeting of the membership.

F. The Planning Committee shall form sub-committees as necessary to meet the needs of the organization.

G. Roberts Rules of Order, Revised Edition shall govern the association except where they shall conflict with the By Laws.

Article VIII – Amendments

A. Members wishing to propose amendments to the By Laws shall submit the signed proposal in writing via postal or electronic mail to the Planning Committee.

B. The proposed amendment(s) will be reviewed by the Planning Committee at the next regularly scheduled Planning Committee meeting to allow the proposed amendment(s) to be entered in the Avenues Neighborhood Association records by the Secretary.

C. The proposed amendment(s) shall be brought before the membership for approval and vote at the next regularly scheduled meeting of the membership after its submission and review by the Planning Committee.

Article IX – History of Changes to By Laws

A. Original Constitution and By Laws

- a. Approved on 07/31/2001
- b. Amended on 03/20/2006
- c. Amended on 7/18/2017
- d. Amended on 2/20/20

C Revised By Laws

- a. Approved on April 1, 2020