

Final bylaws
4/28/09

GREATER HEIGHTS SUPER NEIGHBORHOOD COUNCIL BYLAWS

Article I. – Name

The name of the Council shall be the Greater Heights Super Neighborhood Council.

Article II. – Boundaries

The Greater Heights Super Neighborhood is generally bounded by I-45 (North Freeway) to the east; I-610 (North Loop Freeway) to the north; White Oak Bayou and Timbergrove Manor subdivision to the west; and I-10 Katy Freeway and White Oak Bayou to the south.

Article III. Purpose

Section 3.1 - The Greater Heights 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, and 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.

Section 3.2 - The purposes for which this 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 Greater Heights Super Neighborhood area, to promote and engage in the activities for their use and benefit. These organizations within the Greater Heights area 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 Greater Heights Super Neighborhood Council shall be open to any civic, business, faith-based, non-profit, or other community-based organizations that are stakeholders in the Greater Heights Super Neighborhood boundary. The Greater Heights Super Neighborhood Council shall consist of one duly designated representative of each eligible organization. **A stakeholder shall be an active and participating organization within the Greater Heights Super Neighborhood boundary.**

Section 4.2 - Participation in the Greater Heights Super Neighborhood Council shall not be limited by the imposition of membership requirements or fees either by the Super Neighborhood Council or participating organizations.

Section 4.3 - The Greater Heights 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 super neighborhood council activities or serving as a council member.

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 Seats

Section 5.1 - A delegate 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 on the Super Neighborhood 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 Greater Heights Super Neighborhood Council shall provide the Council an authorization letter indicating their elected/appointed delegate and alternate delegate(s).

Section 5.4 – The Greater Heights Super Neighborhood Council consists of the following 12 seats, with each having one vote. These representative stakeholders are for the purposes of initiating the Super Neighborhood Council and by-laws and shall not be construed as limiting the number of representatives/stakeholders eligible to participate. *{see attachment}*

Article VI. – Officers

Section 6.1 - The elected officers of the Greater Heights Super Neighborhood Council shall be the president, vice-president, and secretary/treasurer. The elected officers of the Greater Heights Super Neighborhood Council shall also be referred to as the Executive Committee.

Section 6.2 - 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 6.3 - The vice-president shall preside at meetings in the absence of the president. This office shall assist the president and shall perform various duties as assigned by the president.

Section 6.4 - The secretary/treasurer 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.

Section 6.5 - All officers, excluding the president of the initial Council, shall be elected to two year staggered terms at the regular **June** meeting by quorum of the members of the Council. The president will serve a one-year initial term, followed by two-year terms, thereof. Officers shall be installed at the first general meeting in **July** of each year.

Section 6.6 - Officers shall be limited to serve two (2) successive terms.

Section 6.7 - All officers shall be elected by one-third quorum of the Council.

Section 6.8 - A vacancy in an office shall be filled by 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 installation of officers.

Section 6.9 - Any officer, who fails to meet the obligations and responsibilities of their office may be removed from office by a two-thirds majority vote of the Super Neighborhood Council.

Article VII. Committees

Section 7.1 – Committees shall be established by the Super Neighborhood Council as the need arises to pursue its stated purposes.

Section 7.2 – Committee chairpersons shall be appointed by the executive committee.

Section 7.3 – Committee members shall be appointed by the committee chairperson.

Article VIII. Meetings

Section 8.1 - The general meeting of the Super Neighborhood Council shall be held 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 may observe discussions and participate under defined circumstances.**

Section 8.2 – One-third of the duly designated Super Neighborhood Council members shall constitute a quorum for the transaction of business at a general meeting.

Article IX. – Procedures

“Standard Code of Parliamentary Procedures” shall be the guide for procedure in all points of order not covered by the By-laws.

Article X. – Amendment of By-Laws

These By-laws may be amended from time to time on an as-needed basis by resolution in writing, presented at a general meeting of the **Greater Heights** Super Neighborhood Council. Amendments of the bylaws will be read and approved by a two-thirds vote at the next general meeting.

Active and participating stakeholder organizations per Article V, Section 5.4:

- 1. Houston Heights Association: one (1) vote**
- 2. Woodland Heights Civic Association: one (1) vote**
- 3. Proctor Plaza Neighborhood Association: one (1) vote**
- 4. East Sunset Heights Association: one (1) vote**
- 5. Sunset Heights Civic Club: one (1) vote**
- 6. Shady Acres Civic Club: one (1) vote**
- 7. Clark Pines Civic Association, Inc.: one (1) vote**
- 8. Heights West Home Owners Group: one (1) vote**
- 9. Houston Heights Progressive Civic Club: one (1) vote**
- 10. Montie Beach Civic Club: one (1) vote**
- 11. Park Square Homeowners Association: one (1) vote**
- 12. Lower Heights Civic Club: one (1) vote**