

## **PASNC NO. 57 BY- LAWS**

### **Article I – Council Name**

1.1 – The name of the Council shall be Pleasantville Area Super Neighborhood Council #57 (“PASNC #57”).

### **Article II – Boundaries**

2.1 – PASNC #57 is in Houston, Harris County, Texas. PASNC #57 is bound on the east by Loop 610, on the south by Stedman Street, on the west by the east line of Port Houston subdivision extended north to Houston Belt and Terminal Road, west across Houston Belt and Terminal Road, then north to Liberty Road (“Boundaries”).<sup>1</sup>

2.2 – PASNC #57 shall have the capacity to establish Memoranda of Agreement (“MOAs”) with other Super Neighborhoods that outline collaborative work between the organizations in furtherance of PASNC #57’s Article III general purposes. Regardless of any MOAs that PASNC #57 elects to establish, it shall remain an independent Super Neighborhood.

### **Article III – Definitions**

3.1- Super Neighborhood – refers to the conglomeration of smaller, contiguous communities grouped together that fall within the boundaries set forth in Article II.

3.2 -Super Neighborhood Council – refers to the group of delegates appointed in the manner stated in these By-Laws to represent the residential stakeholders and stakeholder organizations existing within the Super Neighborhood 57 Council as stated in Article V. The make-up and voting authority of the council is set forth in subsequent provisions herein.

3.3 -Designated Stakeholders – refers to representative groups and/or organization situated in and owning property within the Super Neighborhood boundaries cited in Article II, above, including but not limited to civic clubs/associations, non-profits, faith-based institutions, apartment complexes, educational institutions, medical institutions, and businesses.

3.4 - Super Neighborhood 68 – also known as SN57 refers to the boundaries as shown in Article II.

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<sup>1</sup> Appendix A accurately reflects the PASNC #57 Boundaries.

3.5- Active and Participating Stakeholders – An active and participating stakeholder is a stakeholder that has not missed two (2) consecutive meetings. An inactive stakeholder is one who has missed two (2) consecutive meetings. The sequential absence at two (2) council meetings will result in a loss of voting privilege and the exclusion of the stakeholder’s delegate(s) in the count towards a quorum, until such time as regular attendance is resume through attendance at two (2) consecutive meetings. Stakeholder(s) must be deemed active to participate.

3.6- Delegate – shall refer to the individual(s) appointed as designated stakeholder representatives(s), in the manner set forth in the By-Laws. Stakeholders should designate a primary and alternate delegate. Only groups can have a stakeholder delegate. Individuals cannot represent themselves. The stakeholder(s) must be deemed active to participate.

3.7 -Quorum – a quorum of the council shall consist of two-thirds (2/3) of the duly designated active and participating council delegate.

**Article IV – Purpose**

4.1– PASNC #57 is organized exclusively for one or more of the purposes specified in Section 501c(4) of the Internal Revenue Code, or corresponding sections of any future federal tax code. An application may be filed with the Internal Revenue Service for 501c(3) or 501c(4) non-profit status if, and when, determined necessary by the PASNC # 57.

4.2– PASNC #57’s purpose shall be to promote the civic betterment, social welfare, and well-being of those residents, businesses, organizations, and property owners within the PASNC #57 Boundaries, and to promote and engage in activities for their use and benefit. All such residents, businesses, organizations, and property owners will be situated within the PASNC #57 Boundaries.

4.3– PASNC #57’s general purpose and power is to have and exercise all rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act and Texas laws, and those powers which may be conferred in the future. Through those conferred powers, PASNC #57 seeks to: (i) foster consensus and provide citizens with opportunities to advise the City Council on issues important to each neighborhood; (ii) undertake a wide

## **Article V – Council Seats**

5.1 – To occupy a Council Seat, a person must be a designated stakeholder representative, or designated alternate, of the group they represent.

5.2 – The number of seats, and manner in which they are elected, may be amended in the same manner as by-laws amendments under Article XII.

5.3 – Each group, organization, or entity with a seat on the Super Neighborhood Council (“SNC”), and each Board Members shall be allowed one vote on any motion or election that comes before the SNC. Votes shall be cast by each organizations designated representative or, in his/her absence, by its designated alternate.

5.4 – The current composition of the SNC set out below shall not be construed to limit the number of representatives or stakeholders eligible to participate. Each represented stakeholder on the SNC shall provide the council with an authorization letter that identifies their elected/appointed delegate and alternate delegate(s).

by the Board. Checks disbursed by the treasurer shall contain the signatures of the treasurer and either the president or the vice president.

5.5 Elected Officers shall serve 3-year terms. Officers shall be elected by the procedures established in Article VIII at the regular November general meeting at the end of the Officers’ three-year terms. Elected Officers will take their seat at the January general meeting the year following their election. Officers whose seats are not filled during the November election will continue to serve until a replacement is elected.

5.6– 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 PASNC #57’s Board

<u>Stakeholder Organization(s)</u>	<u>Number of Seats</u>	<u>Classification</u>
Pleasantville Civic League	1	Civic
Pleasantville Voter's League	1	Civic
Churches: <ul style="list-style-type: none"> <li>Gethsemane Baptist Church</li> <li>Pleasantville United Methodist</li> <li>Our Lady Star of the Sea</li> </ul>	1	Faith Based
Non-Profit Organizations: <ul style="list-style-type: none"> <li>Achieving Community Tasks Successfully</li> </ul>	1	Non-Profit
Houston ISD (2)	1	Education
Judson Robinson Sr. Friends of the Park	1	City
Business	1	Business
At Large Resident	6	Community

## Article VI – Board

6.1 – The elected Board of the PASNC #57 shall be the president, vice-president, secretary, assistant secretary, and treasurer (“Officers”).

6.2– The president shall preside over all general meetings and any executive committee meetings. The president shall have authority to conduct meetings and maintain order. The president shall appoint all committee chairs.

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 and serve on committees as assigned by the president.

6.4– The secretary and assistant secretary shall keep an accurate record of all general meeting proceedings, attend to correspondence, act as custodian of current records, and file and maintain up-to-date membership lists and attendance records. During elections, the Secretary shall appoint a member to assist his/her ballot count.

6.5– The treasurer shall keep an up-to-date record of all financial transactions, receive all money, and deposit funds in the bank. The treasurer shall present a report on finances at each general meeting of the Board. The treasurer shall also disburse money as

## **Article VII – Special Elections**

7.1 – In the event an Officer withdraws from service, is removed from office under Article or a vacancy otherwise arises, the position shall be filled through a Special Election.

7.2 – Special Elections shall be called by the President, or, in the event the Office of the President is the relevant vacancy, then by the next most senior occupied Office. At the first general meeting where a vacancy exists, the President, or next most senior Officer in the event the presidency is vacant, shall appoint a Nominating Committee chairperson who shall fill the Nominating Committee as described under Article 9.2.1. At the second general meeting after the vacancy, the Nominating Committee shall present the Board with a proposed slate of candidates to fill the vacancy. At the third general meeting after the vacancy the Special Election shall occur. The Special Election shall follow the procedures established in Article 9.3.

7.3 – An Officer elected to fill a vacancy through Special Election shall assume the office at the first general meeting following the special election and shall hold office until the next regular election for that Office.

## **Article VIII – Elections**

### **8.1 – Timing**

8.1.1 – Officers shall be elected at the November general meeting at the end of the Officers' three-year terms. Officers elected at the November general meeting shall be installed at the January general meeting in the following year.

### **8.2 – Nominating Committee**

8.2.1 – At the September general meeting in an election year, the President will appoint a Nominating Committee chairperson. The Chairperson shall then fill the nominating committee with a minimum of three members. If more than three members are appointed to the Nominating Committee, the total number of members must remain an odd number.

8.2.2 - At the September general meeting, the Secretary will provide the Nominating Committee with (1) a membership list, (2) a copy of PASNC #57 bylaws, and (3) a list of positions to be elected with descriptions of each position.

8.2.3 – The Nominating Committee will establish a list of Qualified Candidates willing to serve in each position. The Nominating Committee's proposed slate of candidates will be presented to the Board at the October general meeting.

8.2.4 – "Qualified Candidate" – Candidates for all Board positions must have

attended, at minimum, six general meetings in the eighteen-month period preceding inclusion on the Nominating Committee's proposed candidate slate. Attendance will be documented by sign-in sheets present at each general meeting and recorded by the Secretary.

8.2.5 - The Nominating Committee shall select a member of the Committee who will assist the Secretary's ballot collection and counting during the election as described in Article 8.3.4.

### 8.3 – Procedures

8.3.1 – A quorum of the Eligible Voters must be present before the election commences. The quorum must remain present throughout the election process.

8.3.2 – The result of the election shall be decided by a simple majority in favor of a candidate on the Nominating Committee's proposed slate for each office.

8.3.3 – "Eligible Voters" shall be current Board Members and delegates of the Super Neighborhood Council listed in Article V at the time of the election. Eligible Voters may vote for members included on the Nominating Committee's proposed slate of candidates. Eligible voters shall record their vote in writing and submit their ballot to the Ballot Counters.

8.3.4 – "Ballot Counters" – The Secretary and an appointee chosen by the Nominating Committee shall serve as Ballot Counters during the election. The Ballot Counters shall be responsible for collecting and counting Eligible Voter's written ballots. The Ballot Counters will then read the vote count aloud without declaring the result of the election.

8.3.5 – Once the Ballot Counters have completed their duty and recorded the vote count, the President shall read aloud the recorded result of the vote and declare the official results of the election.

### 8.4 – Election Issues

8.4.1 – In events including, but not limited to the following, a tie, one candidate is elected to multiple offices, or a recount is requested, such events shall be resolved by reference to Robert's Rules of Order.

## Article IX – Committees

9.1 – Committees shall be established by the President as the need arises.

9.2 – The committee chairpersons shall appoint committee members.

## **Article X – Meetings**

10.1 – PASNC #57 general meetings shall be held on the 4<sup>th</sup> Monday of each month at a time and place to be designated by the Board. All PASNC #57 activities, including committee meetings, will be conducted in open meetings where community stakeholders may observe discussions and participate under defined circumstances.

10.2 – 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, with the consent of the Board, at the preceding general meeting.

10.3 – A simple majority of the duly designated Super Neighborhood Council Members and Officers shall constitute a quorum for the transaction of business at a general meeting.

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

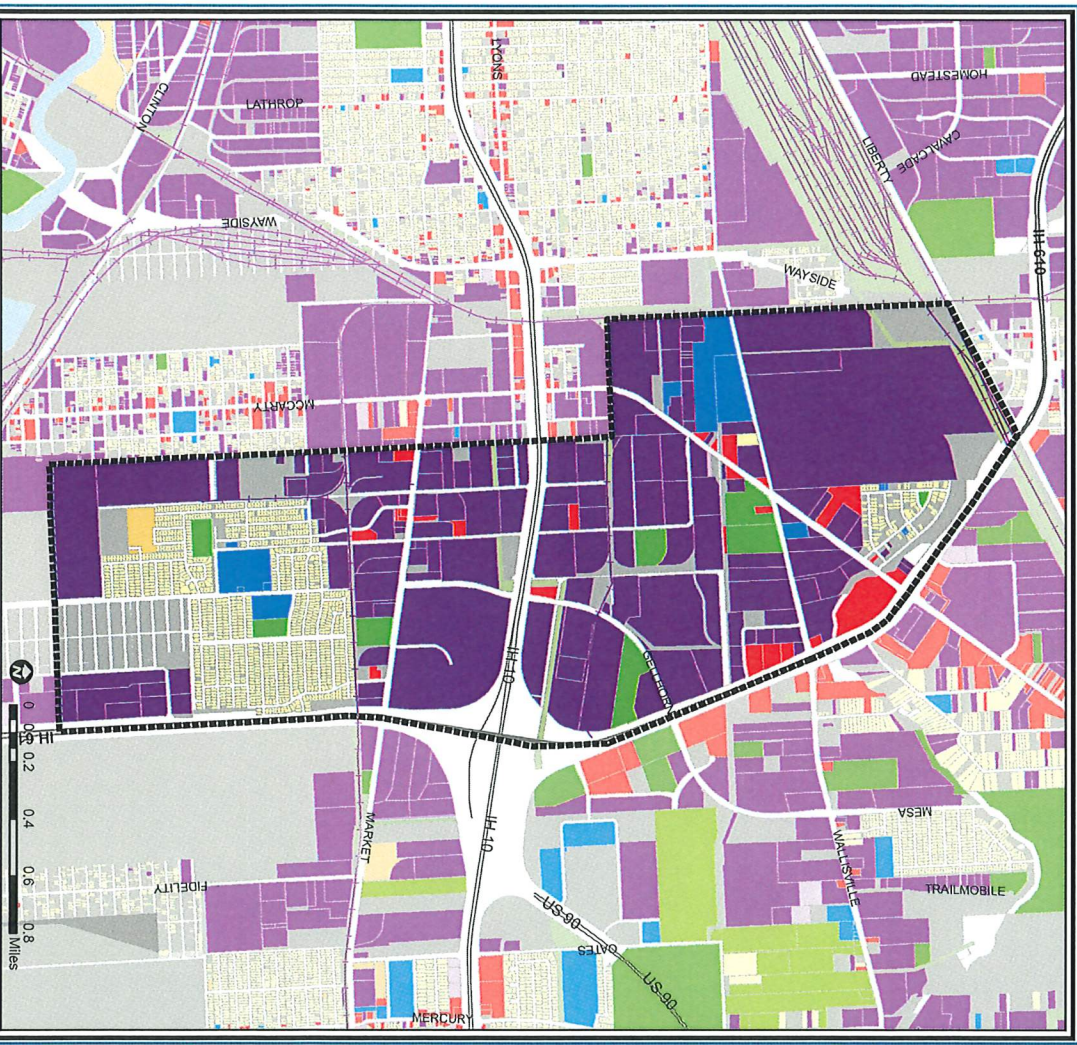
10.5 – An individual wishing to address the Super Neighborhood Council shall sign a “Speakers List” at the beginning of the meeting and shall be allowed three (3) minutes to speak.

## **Article XI – Procedures**

11.1 – “Robert’s Rules of Order” shall be the guide for procedures in all points of order not covered by the By-laws.

## **Article XII – Amendment of By-Laws**

12.1 – These by-laws may be amended as needed by written resolution: (1) presented at a meeting of the Council; and (2) read and approved by the Super Neighborhood Board at two consecutive meetings at which a quorum is present.



# Pleasantville Area : Land Use

- Freeway
- Rail Road
- Super Neighborhood Boundary
- Single-family Residential
- Multi-family Residential
- Commercial
- Office
- Industrial
- Public and Institutional
- Parks and Open Space
- Undeveloped
- Agricultural Production
- Open Water
- Unknown



PLANNING &  
DEVELOPMENT  
DEPARTMENT

This map is made available for reference purposes only. It is not intended to be a legal document. The City of Houston will not accept liability of any kind in conjunction with its use.

Source: City of Houston GIS Database,  
HCAD  
Date: April 2021

# Appendix A

*PASNC #57 Boundaries*

Signature:

A handwritten signature in black ink, appearing to read "Bridget H. Murray". The signature is written in a cursive style with a large, looped initial "B".

Date:

11/17/2025