



Desert Mallow Neighborhood Association Bylaws

Article I NAME AND BOUNDARIES

1. The name of the association shall be: Desert Mallow Neighborhood Association. The name of the association may be shortened to Desert Mallow or abbreviated as: DMNA or DM. The association was formerly known as North University Neighborhood Association.
2. The association shall inclusively encompass the area bounded directionally as follows:
 - North: **E Chauncey Lane** - North and south side properties
 - East: **N Campbell Avenue** - West side properties only
 - South: **E Speedway Boulevard** - North and south side properties
 - West: **N Park Avenue** - East side properties only

Article II PURPOSES

This neighborhood association is formed, in general, to provide meaningful and lasting relationships among neighbors, to establish communication among residents and address their concerns, to help keep the neighborhood safe, secure, clean, and equitable, and to help steward the evolution and future development of the neighborhood.

Specific purposes of this neighborhood association include, but are not limited to:

1. Keeping the neighborhood as welcoming and accommodating as possible to people of all ethnicities, colors, religions, sexual orientations, gender identities, national origins, physical abilities, and ages.
2. Ensuring the future existence and resiliency of the neighborhood in regard to the threat of climate change.
3. Providing for and encouraging desirable neighborhood improvements.
4. Nurturing the æsthetics of our surroundings and maximizing the Delight per Acre (DpA) of the neighborhood.

-
5. Enabling and encouraging the development of all ages and abilities transit options throughout the neighborhood, and connections to surrounding neighborhoods.
 6. Guaranteeing sidewalks, bike lanes, and pedestrian lighting are well maintained and adequately sized for the current needs of the neighborhood.
 7. Implementing, updating, and maintaining traffic calming infrastructure on neighborhood streets, and, where possible, financing said efforts.
 8. Reducing car dependency in the neighborhood, and advocating for the same in the greater city of Tucson and Pima County.
 9. Promoting and aiding services in the neighborhood, including those from the City of Tucson, Pima County, and the University of Arizona.
 10. Working with existing businesses and administrative entities in the neighborhood to further our shared goals, notably Banner and the University of Arizona.
 11. Fostering and preserving parks, green/desert space, trees, and native plants, while reducing harmful invasive species.
 12. Guiding developers in development, redevelopment, and rezoning to ensure the gradual, incremental development that is in adherence to the notion that while no neighborhoods should be subject to drastic change all at once, no neighborhood should be exempt from change either.

Article III

MEMBERSHIP AND DUES

Normatively, members are residents (including renters, homeowners, students in dorms, &c.) and property/business owners who each get one vote in meetings regardless of the number of properties they own, or if they reside in the same residence as another member.

Membership

1. The membership of this association shall be composed of:
 - (a) residents living inside the boundaries of the neighborhood (regardless of housing type or time spent in the neighborhood).
 - (b) individuals owning property inside the boundaries of the neighborhood.
 - (c) an individual who represents a business or other administrative entity which resides within the boundaries of the neighborhood.
2. A Voting Member shall be an individual person or a person representing a business or administrative entity meeting the above criteria.
3. Each Voting Member shall be entitled to one vote.
4. Voting Members may not vote by proxy.

-
5. Members must be at least eighteen (18) years of age.
 6. Membership may not be denied because of discrimination based on ethnicity, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, disability, age (40 or older) or genetic information.

Dues

7. Dues will be determined by the neighborhood council at the time of elections. Yearly resident dues may not exceed \$50 and are automatically \$0 per voting member if no amount is chosen or desired. Dues may be changed by a 2/3 majority vote of the neighborhood council at any meeting and take effect at the close of that meeting.
8. Different dues amounts may be established for business representatives than for residents and may exceed the resident cap.
9. The payment of dues constitutes a voluntary contribution in support of the Association and is not a condition of membership in the Association, nor a condition of voting.

Article IV NEIGHBORHOOD COUNCIL

The neighborhood council shall be composed of its officers and area representatives. The voting members of the neighborhood association shall nominate and elect the officers and area representatives of the Association, referred to collectively as neighborhood councilmembers.

1. The officers and area representatives of this association shall hold office for a term of one (1) year or until successors are elected. The term of office shall begin at the close of the Annual Meeting.
2. All neighborhood councilmembers shall serve without compensation of any kind.
3. The officers of the association shall be: President, Vice President, Secretary, and Treasurer.

The duties of the officers shall be as follows:

- (a) The President shall call and preside at all meetings, shall act for and in behalf of the membership of the association, shall appoint any special committees necessary for the operation of the association business and shall act as official spokesperson for the association. The president shall be responsible for publicity and notifications of meetings of the association.
- (b) The Vice President shall perform duties as assigned to, or Presidential duties as delegated to, by the President. The Vice President shall, in the absence of the President, assume all of the duties of that office.
- (c) The Secretary shall keep a permanent record of all formal meetings and all legal documents and legal transactions of the association. The secretary shall transcribe the minutes of each meeting and shall maintain a file copy of same and submit a copy of these minutes to City of Tucson Neighborhood Services.

-
- (d) The Treasurer shall keep all financial receipts and a permanent record of all financial business of the association. An up-to-date financial report shall be submitted at each meeting. The Treasurer shall be responsible for membership.
 - (e) The office of Secretary and the office of Treasurer may be held by the same person and titled Secretary/Treasurer if so elected during the annual meeting or if so appointed by the President to replace an outgoing officer in the middle of the year.
4. The Area Representatives shall be composed of an appropriate number of Voting Members and shall be elected by the voting membership. The number of representatives and the specific areas assigned to them shall be determined by the President.

The duties of the area representatives shall be as follows:

- (a) Area representatives shall serve in the capacity of gathering and disseminating information critical to the implementation of the purpose stated in these bylaws.
- (b) Area representatives shall attempt, to their best ability, to be an expert in the current state and problems of the area they represent. They may be called on to weigh in on the needs and situation of their areas, especially in regard to, for example, determining necessity and feasibility of neighborhood improvements, traffic calming, etc.

Every effort will be made to ensure that neighborhood representatives serve specific blocks or streets within the association boundaries. Effort may be made to assign representatives areas which are in proximity to their place of residence, so as to facilitate their role as area expert.

5. Neighborhood councilmembers may elect to designate another person to cast their vote by proxy should that councilmember be unable to attend any particular meeting. This person is not required to otherwise be a member or councilmember of the Association. Each proxy may only represent one absentee neighborhood councilmember.

Article V

NOMINATION, ELECTIONS, ANNUAL REPORTS AND INSTALLATION OR REMOVAL OF NEIGHBORHOOD COUNCIL

Qualifications

1. All Officer and Area Representative positions may only be filled by voting members of the Association.
2. All Officer positions may only be filled by voting members who reside in, or own property within the boundaries of the neighborhood.
3. Nonmembers shall not be accorded voting rights and shall not serve as elected officers of the Association.

-
4. No neighborhood councilmember who has been removed from office by the members of the Association may hold office in the future. No neighborhood councilmember who has resigned in lieu of facing a vote for removal from office may hold office in the future.

Elections

5. Nominations of officers and area representatives shall be made from the floor at the annual meeting or a slate presented from a nominating committee would also be acceptable.
6. Election of the neighborhood council shall be held on the same day as the nominations.
7. Upon installation of the officers whose terms begin at the close of the Annual Meeting, all documents, records, and any materials pertaining to the duties of the office as designated in the bylaws which are in the possession of the outgoing officers shall be submitted to the newly elected counterpart within ten (10) days of the installation.
8. Any vacancies occurring during the year of any officer or area representative shall be filled by appointment by the President and approval of a majority of the neighborhood council.

Removal

9. Any neighborhood councilmember may be removed from office for cause by a majority vote of the voting members.
10. Any neighborhood councilmember can be removed from office by a $\frac{2}{3}$ majority vote of the voting membership after a special meeting has been requested at least ten (10) working days in advance. Notice must be provided to all residents for meetings involving the not for cause recall of officers.

Article VI

COMMITTEES

1. The President shall have the power to appoint committees as necessary to implement the purposes of the Association.
2. The Neighborhood Council shall also have the power to appoint committees to implement the purpose of the charter by majority vote of said neighborhood council.
3. The President shall be an ex-officio member of all committees, except nominating committees.
4. In order to remain active as an official Committee of the Association, the Committee must make regular reports of its activities at the scheduled meetings of the Association.
5. A Committee shall become inactive if it fails to report its activities at three (3) consecutive scheduled meetings of the Association.

-
6. A Committee can be dissolved by a majority vote of the neighborhood council.

Article VII MEETINGS

Holding Meetings and Notifications

1. The association shall hold a number of meetings not less than one (1) and not more than twelve (12) during every calendar year.
2. One meeting shall be designated the “Annual Meeting” which shall be held during the month of March, and where elections for Officers and Area Representatives will be held.
3. All meetings shall be held at a time and place designated by the President.
4. Every effort shall be made to ensure in-person meetings are available virtually to accommodate those who prefer to not be there in person.
5. Not less ten (10) of the Voting Members shall have the privilege of petitioning a special meeting at any time, if one has not been held in the last forty (40) days.
6. At least a seven (7) day notice shall be provided in advance of any association meeting. Every effort will be made to notify all interested parties and members of the Association of upcoming meetings either by phone, e-mail, meeting notices, bulletin boards, newsletters, or announcements at regularly scheduled meetings.

Quorum

7. The Voting Members present shall constitute a quorum on matters voting members can vote on.
8. The neighborhood councilmembers present shall constitute a quorum so long as at least three (3) officers are present for matters only neighborhood councilmembers can vote on.
9. If a vote does not have a quorum, that vote may not be held, but the meeting shall go on as usual.

Attendance and Decorum

10. All meetings shall be public and open to any interested persons. Any person, business, agency, or organization interested in the progress of this neighborhood or of the Association may attend as a nonmember.
11. Meetings require decorum, and orderly conduct by attendees. Remarks that are threatening against any person are out of order. In addition, no person who is attending the meeting may engage in any conduct that disrupts or otherwise impedes the orderly

conduct of the meeting. That includes statements or actions that would interrupt those called upon to speak or prevent them from speaking. Stomping of feet, yelling, or any similar demonstrations are also prohibited.

12. The President does have the authority to ensure compliance with these rules of orderly conduct, and if disorderly conduct continues after a warning, the President may direct the removal of persons who are out of order.

Article VIII

FISCAL RESPONSIBILITY

1. Expenditure of funds of the association may not be made without the signatures of at least two (2) of the four (4) Officers and the Treasurer.
2. Financial records and funds of the association shall be audited at least once a year by a committee of at least two (2) members of the Neighborhood Council, excluding the Treasurer, appointed by the President prior to a new Treasurer taking office.
3. Additional audits may also be effected at any time by a majority vote of the voting membership, or at the request of any one (1) neighborhood councilmember.

Article IX

AMENDMENT OF BYLAWS

1. These bylaws may be amended by a $\frac{2}{3}$ majority vote of the neighborhood council.
2. Proposed amendments shall be sent to all members at least ten (10) working days in advance of the meeting where action is to be taken or shall be read at the presiding meeting.

Article X

COMMUNITY CAMPUS RELATIONS COMMITTEE

This association is a member of the University of Arizona's Community Campus Relations Committee (CCRC) and shall make every effort to stay in good standing with the Committee so as not to be deemed inactive according to their bylaws.

1. Not less than one (1) and not more than three (3) persons shall be appointed by the President as CCRC representatives. This appointment may occur at any regular or annual meeting as needed.
2. The Association should attempt to ensure at least one (1) representative is present at every CCRC meeting, although up to all three may attend.
3. Any officer or area representative is eligible to be a CCRC representative, including the President.
4. Removal of representatives shall be at the discretion of the President or Vice President.

Article XI GENERAL

1. The rules in the current edition of Robert's Rules of Order shall govern the association, and all subcommittees in all cases to which they apply and do not conflict with the specific provisions of these Bylaws or any special rules that the association may adopt.
2. If any part of these Bylaws or the application thereof is hereafter held invalid or unenforceable, the remainder shall not be affected thereby, and only the affected portions are declared eliminated.
3. No officer, representative, spokesperson or member shall have any financial liability of the association.

DATE ADOPTED : _____

PRESIDENT

VICE PRESIDENT

SECRETARY

TREASURER