

**ALGER PARK-ASH CREEK NEIGHBORHOOD ASSOCIATION**  
**A Texas Non-profit Organization**

Article I

Name, Location and Purpose

- 1.1 The name of the organization shall be the Alger Park/Ash Creek Neighborhood Association (the “Association”) also known as APAC. It is a Texas non-profit organization.
- 1.2 The neighborhood of the Association shall be the properties within the area, which is bounded by the Kansas City Southern RR tracks to Ash Creek (the creek) from Peavy to Buckner Boulevard.
- 1.3 The purpose of this civic, non-profit organization shall be:
  - A. To act as liaison with municipal/governmental agencies in support of programs and activities affecting the neighborhood served by the Association.
  - B. To determine the needs and goals of the neighborhood and to promote the accomplishment of such goals.
  - C. To preserve the identity and integrity of the properties within the boundaries of the neighborhood as set forth in Article I, Section 2.
  - D. To promote and encourage the safety, improvement and beautification of the neighborhood.
  - E. No part of the net earnings of the Association shall profit the benefit of any director, officer or member of the Association or any private individual. The Association shall not participate in, or intervene in, including the publishing or distribution of statements, any political campaign on behalf of or in opposition to any candidate for public office.

Article II

Membership, Voting, Dues, & Quorum

- 2.1 Membership shall be open to all residents and/or owners, over the age of eighteen, within the boundaries of the neighborhood as set forth in Article I, section 1.2.
- 2.2 Each member of the Association shall be entitled to one vote on each matter on which members are entitled to vote as provided herein. In the event an owner owns more than one property, they shall only be entitled to one membership. Members may vote in person or by the means provided by the Board of Directors.
- 2.3 Annual dues are \$20.00 per membership. Annual dues are \$10.00 if the member is over 60. The membership shall be for the fiscal year, January 1 through December 31 of each year.

2.4 The presence, either in person or electronically, of at least ten percent of the members shall constitute a quorum at any meeting of the Association.

2.5 General meetings shall be held annually. The location and time shall be determined by the Board of Directors and be announced at least 30 days prior. Additional general meetings can be scheduled as determined by the Board of Directors provided that such additional general meetings are announced at least 30 days prior.

2.6 Any and all positions to be taken before public agencies on behalf of the Association must be approved by a simple majority vote.

### Article III

#### Officers

3.1 The officers of the Association shall be:

- A. President
- B. Vice President
- C. Communications Chair
- D. Treasurer
- E. Membership Chair
- F. Beautification Chair
- G. VIP Chair

3.2 Officers shall be nominated from the floor at the annual meeting of members. Officers shall then be elected by a simple majority vote at such meeting.

3.3 Those elected will assume office on January 1 of each year. The term of office shall be one year, and/or until successors are elected and assume office.

3.4 All officers must be members of the Association.

3.5 The President's responsibilities shall include the following:

- A. To conduct the day-to-day business of the Association and such matters as directed by the board of directors.
- B. To act as lead liaison with other neighborhood associations and governmental officials.
- C. To co-sign all checks along with the treasurer.
- D. To serve as chair of the board of directors.

3.6 The Vice President responsibilities shall include:

- A. To preside at any meeting in the absence of the President.
- B. Organize and oversee any community social events.

3.7 The Communication Chair responsibilities shall include:

- A. Maintaining minutes of all meetings of the Association.
- B. Conducting correspondence of the Association.
- C. Managing all Association social media.

- 3.8 The Treasurer responsibilities shall include:
- A. Maintaining and having charge of a checking account and reporting balance at the board and general meetings.
  - B. Signing all checks together with the President-
  - C. Pay all bills upon approval of the Board. Ensure that a simple and in-house audit is made of the financial books at the end each year. The results of the audit will be provided to the Board of Directors in a timely fashion.
  - D. Collect membership dues.
- 3.9 The Membership Chair responsibilities shall be:
- A. Maintain a roster of all Association members and promote new memberships.
  - B. Assist the Treasurer in collecting all dues.
  - C. Maintain an up-to-date list of members of the Association.
  - D. Maintain and recruit block captains to promote communication with all members of the Association.
  - E. Organize “Welcome Baskets” for new residents of the neighborhood.
- 3.10 The Beautification Chair responsibilities shall be:
- A. Award Yard of the Month.
  - B. Coordinate maintenance of public open space within the neighborhood.
- 3.11 VIP Chair responsibilities shall be:
- A. Coordinate the reporting of patrols by the VIP team and to send the reports to the VIP Coordinator at the Northeast Substation.
  - B. Recruiting volunteers from the Association to assist in patrol.

## Article IV

### Board of Directors

- 4.1 The Board of Directors shall consist of the officers of the Association.
- 4.2 The Board of Directors shall have the power to conduct normal day-to-day business and handle the affairs of the Association on behalf of the membership between general meetings.
- 4.3 The members may, by majority vote, fill any vacancy on the board or in an office caused by resignation or for any other reason. Any vacancy not filled by the members may be filled, by majority vote, by the board of directors.

## Article V

### Standing Authority

The rules contained in Robert’s Rules of Order, revised, shall govern the conduct of all meetings of the Association, except where such rules

conflict with the articles of incorporation or bylaws of the Association or the laws of the State of Texas, which shall control in all cases.

## Article VI

### Amendments

Amendments to these by-laws may be made by a two-thirds majority vote of members of the Association upon a recommendation presented by the board of directors at any general or special meeting, provided notice of such vote has been given as provided herein.

Last Update Voted In: 11/16/2023