

Bylaws

Beachside Neighborhood Watch, Inc.

P.O. Box 263201 • Daytona Beach FL • 32118

Article I Name and Location

Section 1. The name of this organization shall be Beachside Neighborhood Watch, also known by the acronym BNW in all instances both public and private.

Section 2. The organization shall serve the residents and businesses of Daytona Beach between the Halifax River and Atlantic Ocean.

Article II Purposes and Objectives

Section 1. The mission of the BNW is to unite the residents of our neighborhoods and to encourage communication and cooperation with law enforcement, thereby creating a safer environment and improved quality of life. The BNW will be active in the community, fostering civic pride and assuring the growth of the area maintains a positive direction. The BNW will from time to time offer support of civic issues but will never promote support for a particular political candidate.

Article III Membership

Section 1. Any person who resides in the area defined by Article I, Section 2 is eligible for membership in the BNW.

Section 2. Responsibilities Members of the BNW shall be it's governing and policy-making body. Members will discuss, debate and vote on issues relating to the BNW.

Section 3. Voting

- a. Any member of the BNW, age 18 or older, is entitled to one vote each in any BNW election.
- b. Voting will be completed either by a vocal vote of aye or nay, a show of hands, or secret ballot as determined by the presiding executive committee member.

Section 4. Dues No member shall be required to pay dues to be considered a member of the BNW, or participate in any election of the BNW.

Article IV Finances and Records

Section 1. All checks and any other orders for the payment of monies issued in the name of the BNW will be signed by the Treasurer and one of the other officers or directors. No two members of the same household may be signers on the same check, draft or other payment.

Section 2. All funds of the BNW will be deposited to the credit of the BNW in such federally insured institutions as the Board may elect.

Section 3. The Board may accept on behalf of the BNW any contribution, gift, or bequest for the general fund or for any special purpose of the organization.

Article V Officers

Section 1. Designation of Officers. The Officers of the BNW will consist of a Chairperson, Vice Chairperson, Secretary and Treasurer.

Section 2. Qualifications. Only BNW members who currently reside in the areas designated in Article I, Section 2 and are over the age of 21 are able to hold an officer position.

Section 3. Election and Term of Office. Officers are elected by a majority vote of the group's members present at the regularly scheduled election. Terms of Office will be two years, beginning at the regularly scheduled BNW meeting during October of an odd-numbered year. After the completion of that two-year term an officer will need to be re-elected during the next scheduled election. Any nominations from among the members will be included in the election.

Section 4. Removal and Resignation. Any Officer whose actions are not in the best interest of the BNW may be removed by a two-thirds (2/3) vote of members present at a regular meeting when a quorum is present, after a notice of intent to remove has been given at the preceding meeting. Termination of office will begin immediately. An Officer may resign at any time. The Board of Directors will appoint a replacement to serve for the remainder of the resigned or removed officer's term.

Section 5. Duties of Officers. (To Be Customized).

a. Chairperson:

- Oversee and monitor all functions of the BNW.
- Act as primary contact and public liaison for the BNW.
- Approve meeting agendas.
- Preside over General meetings.
- Chair Board meetings.
- Serve ex officio as a member of committees and attends their meetings when invited.
- Appoint committee chairs in consultation with other Board members.
- Facilitate the creation, monitoring and achievement of yearly goals.
- Encourage the membership of the BNW to pursue its mission.
- Create and send letters on behalf of the BNW when required.

b. Vice Chairperson:

- Work closely with the Chairman and Board members to develop and implement plans.
- Schedule speakers for monthly meetings.
- Appoint someone to take meeting minutes when the Secretary is unable to do so.
- Fulfill all responsibilities of the Chairman for the remainder of the term, if the

- Chairman is incapable or unwilling to fulfill the duties of the position.
 - Share responsibilities listed under Chairman as required and agreed with the Chairman.
 - Have a fiduciary relationship with the Chairman and other officers of the BNW.
- c. Treasurer:
- Receive all money for the BNW and pay all BNW bills.
 - Keep records of checking accounts and bank statements.
 - Ensure development and Board review of financial policies and procedures.
 - Provide budget management.
 - Prepare an annual budget for review of the members at the March meeting for vote and approval by the members at the annual April meeting.
 - Provide appropriate budget monitoring reports as requested by the Board.
- d. Secretary:
- Keep minutes for the BNW meetings.
 - Keep minutes for the Board meetings
 - Archive BNW documentation as appropriate
 - Assist in other BNW communications, as needed (i.e. meeting agendas, newsletters, promotional materials, updating contact list)

Article VI Board of Directors

Section 1. The Board of Directors will consist of the following elected Officers: Chairperson, Vice Chairperson, Secretary and Treasurer, and three (3) Directors. Hereafter referred to as the Board.

Section 2. The Board will be responsible for the business referred to it by the BNW and by these bylaws.

Section 3. The Board will hold a Board meeting every other even-numbered month. The date, time and place of the meetings will be left to the discretion of the Board. Special Meetings may be called by either the Chairperson or by a majority vote of the Board.

Section 4. Any member of the BNW may appear before Board, at its Board meeting, with prior approval of a Board member, for the purpose of presenting matters of concern or issues for the Board's consideration.

Section 5. Qualifications. Only BNW members who currently reside in the areas designated in Article I, Section 2 and are over the age of 21 are able to hold a director position.

Section 6. Election and Term of Directorship. Directors are elected by a majority vote of the group's members present at the regularly scheduled election. Terms of Directorship will be two years, beginning at the regularly scheduled BNW meeting during October of an odd-numbered year. After the completion of that two-year term a Director will need to be re-elected during the next scheduled election. Any nominations from among the members will be included in the election.

Section 7. Removal and Resignation. Any Director whose actions are not in the best interest of the

BNW may be removed by a two-thirds (2/3) vote of the remainder of the Board of Directors present at a meeting when a quorum is present, after a notice of intent to remove has been given at the preceding Board meeting. Termination of directorship will begin immediately. A Director may resign at any time. The remainder of the Board of Directors will appoint a replacement to serve for the remainder of the resigned or removed Director's term.

Article VII Meetings

Section 1. General Membership meetings will be held every other even-numbered month on the first Thursday of that month, unless a community event forces the rescheduling of a meeting. All notification of meetings must be distributed by the weekend prior to the monthly meetings. Reports from any and all committees will be given either orally or in writing during each monthly meeting.

Section 2. Special General Membership meetings may be called by the Chairman, a majority vote of the Board of Directors or a majority vote of the General Membership.

Section 3. Quorum for meetings. A majority of the number of members in attendance at any meeting shall constitute a quorum for the transaction of business at that meeting.

Article VIII. Elections

Section 1. Nominations

- a. All nominations (self and otherwise) for the offices of Chairperson, Vice-Chairperson, Treasurer, and Secretary or Director may be made from the floor at the regular August meeting or by mail or email or other means of communication to the Board, prior to a regularly scheduled election (provided consent has been obtained from the person(s) nominated).
- b. All nominees must provide a small bio to the Executive Committee at least two weeks prior to the regularly scheduled election
- c. Notification must be distributed to as many members as possible of such nominations at least 2 weeks in advance of the regularly scheduled election.

Section 2. Elections. All Officer or Director positions will be elected (or re-elected) by a majority vote of the members present at the regularly scheduled elections. Voting shall take place as defined in Art. III Sec. 3.

Section 3. Failure to Fill Positions In the event of a resignation of an Officer, or declination of an existing Officer to run for his or her office at a regularly scheduled election, if there is no willing replacement or nominee for election to that office, an existing officer or director shall be appointed to carry out the duties of that position for a specific period of time, to allow time to seek a willing nominee for that position.

Article IX Committees

Section 1. Committees. The Board of Directors may form permanent or temporary committees at their discretion. The committees may consist of both Board members and general membership, with their

duties to be determined by the Board. The membership may request that the Board form a committee for a specified purpose.

Section 2. Meetings and Action of Committees. Meetings and action of committees shall be governed by and held in accordance with the provisions of these Bylaws concerning meetings of the Board of Directors.

Article X. Procedure

In any situation not covered by these bylaws the most recent copy of Robert's Rules of Order shall govern the association in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the BNW may adopt.

Article XI. Amendments

These bylaws may be amended by a majority vote of Board members.

Article XII. Dissolution

In the event of the dissolution of the BNW, to the extent that assets exist, such assets shall be distributed to a non-profit organization determined by the majority of the membership at the time of dissolution.

Adoption of Bylaws

We, the undersigned, are all members of the Board of Directors of the Beachside Neighborhood Watch and we consent to, and hereby do adopt the foregoing bylaws, consisting of five (5) total pages, as the bylaws of this organization.

Dated this 9th Day of January, 2017

Signatures of Board Members:

Gene Camp, Chairman

Thomas Brown, Vice-Chairman

Danny Oakes, Treasurer

Amy Pyle, Secretary

David Conover, Director

Donna Stazzone, Director

Virginia Brown, Director