



KESSLER PLAZA-RAVINIA HEIGHTS NEIGHBORHOOD ASSOCIATION

Bylaws

ARTICLE I – NAME

The name of this organization shall be the Kessler Plaza-Ravinia Heights Neighborhood Association (KPRHNA).

ARTICLE II – PURPOSE

The purpose of KPRHNA is to ensure the overall improvement of our neighborhood and community through:

- resident involvement
- crime prevention / deterrents
- area revitalization
- code enforcement
- community and civic awareness / involvement
- education
- relationship development

ARTICLE III – MEMBERSHIP

1. General membership shall be open to all persons or individuals, or corporations, who support the purposes of KPRHNA and who are interested in the objectives of KPRHNA.
2. Voting membership shall be open to all homeowner residents who reside in Kessler Plaza and Ravinia Heights.
3. All members are eligible to serve on committees as approved by a majority of the elected officers.
4. Voting members shall be entitled to one vote on each matter submitted to the membership including voting of an elected position of office.

ARTICLE IV – DUES

- The voting members of KPRHNA shall determine membership dues, if any.
- Advertising, gift and contribution monies are not considered membership dues.
- Monies, whether through dues, advertising, gifts or contributions, given to KPRHNA will be used as deemed necessary by the majority of the elected officers of KPRHNA.
- These monies will be used for the good of KPRHNA, our community and the surrounding communities.

ARTICLE V – FISCAL YEAR

The fiscal year shall commence on the first day of January and shall end on the last day of December.

All financial accounts will require the President, Vice President, and Treasurer on the account with a minimum of two (2) elected officers signatures required for withdrawal or disbursement of monies from the account.

The Treasurer is responsible for all accounting and balancing aspects of all financial accounts of KPRHNA on a monthly basis.

The Treasurer is responsible for reporting all account transactions and balances to KPRHNA on a monthly basis through either the newsletter and/or monthly meetings.

ARTICLE VI – OFFICERS/COMMITTEE CHAIRS

1. Elected Officer positions to KPRHNA shall be based on self-nomination.
2. Election of officers shall occur before the beginning of the new fiscal year during the December (Q4) meeting or as agreed to by a majority of the elected officers.

3. Duties of the below listed officers are intentionally vague in order to provide the most flexibility.
4. The officers of KPRHNA shall be:
 - President
 - Vice President
 - Secretary (may be combined into 1 position with Treasurer, as business needs permit)
 - Treasurer (may be combined into 1 position with Secretary, as business needs permit)
5. Committee Chairs are appointed by the President with the approval of a majority of the elected officers on an as needed basis.
6. Resignations of any elected or appointed position must be made in writing to the President of KPRHNA, 30 calendar days in advance of effective date of resignation.
7. The President can appoint an interim elected position until voted on by KPRHNA at the next regularly scheduled meeting.
8. If the President resigns their position, the Vice President assumes all responsibilities of the President until the next general election.
9. If an appointed position, e.g. Committee Chairs, is not acting within the purpose and policies of KPRHNA, that persons position can be terminated by the President with approval of a majority of the elected officers.

ARTICLE VII – MEETINGS

Meetings shall be held on the last Tuesday of each quarter unless otherwise rescheduled by a majority of the elected officers.

The fourth quarter meeting will be held on the first Tuesday of December.