

# **The Pinkney Neighborhood Association Bylaws**

The residents and property owners within the Pinkney Neighborhood in the City of Lawrence, Kansas, have formed an organization to be known as the Pinkney Neighborhood Association. As designated by the City, the Pinkney Neighborhood includes the area bounded by: Sixth Street on the south; McDonald Drive on the west; the Kansas Turnpike on the north; and Massachusetts Street and the Kansas River on the east.

## **ARTICLE I - Name**

Section 1. The name of this association shall be the Pinkney Neighborhood Association, also referred to herein as the Association.

## **ARTICLE II - Purpose**

Section 1. The purposes of the Pinkney Neighborhood Association shall be to promote:

- a. effective communication and coordination with the City of Lawrence;
- b. improved safety, livability and enjoyment within the Pinkney Neighborhood;
- c. effective communications with residents and residential property owners within the Pinkney Neighborhood; and
- d. good communication and public relations with businesses that are located in the Pinkney Neighborhood or are supportive of the residents and residential property owners within the Pinkney Neighborhood.

## **ARTICLE III – Nondiscrimination**

Section 1. Nondiscrimination and Equal Opportunity Policy. The Pinkney Neighborhood Association is an equal opportunity organization and seeks to eliminate and prevent discrimination, segregation, or separation because of race, sex, religion, color, national origin, age, ancestry, familial status, sexual orientation, disability, or gender identity.

Section 2. Implementation. The Pinkney Neighborhood Association shall implement the Nondiscrimination and Equal Opportunity Policy specified in Section 1, above, by welcoming and supporting residents and property owners in the Neighborhood, by inviting residents and residential property owners in the neighborhood to attend and participate in meetings and events of the Association, and through execution of actions and procedures identified in or authorized by these bylaws.

## **ARTICLE IV - Membership**

Section 1. Eligibility. Any person who resides or owns property in the Pinkney Neighborhood or who subscribes to the purposes of the Pinkney Neighborhood Association shall be eligible for membership in the Pinkney Neighborhood Association.

Section 2. Types of Membership. The membership of the Pinkney Neighborhood Association shall be composed of voting members and nonvoting associate members, as follows:

- a. Voting Members. Voting Members include all residents and residential property owners within the Pinkney Neighborhood; and
- b. Associate Members. Associate Members, who are not eligible to vote, include business owners and other owners of non-residential property within the Pinkney Neighborhood and all other interested persons who have paid their dues.

Section 3. Dues. Dues for membership in the Pinkney Neighborhood Association are voluntary, but are encouraged to help sustain the viability and effectiveness of the Association. Dues for all classes of membership shall be set by the members at the Annual Meeting and will be collected at the Annual Meeting, but will be accepted at any other time convenient for the member.

## **ARTICLE V - Executive Board**

Section 1. Purpose. The property and business of the Pinkney Neighborhood Association shall be managed under the general supervision of the Executive Board.

Section 2. Officers Serve at the Pleasure of the Association. Each Officer serves at the pleasure of the Voting Members of the Pinkney Neighborhood Association and has no right to hold office except as authorized by the Association. An Officer may be asked to resign or be removed from office in accordance with Section 9, below.

Section 3. Number and Term of Office. The Executive Board shall consist of the Officers of the Pinkney Neighborhood Association (as named in Article VI below). The position of President and Treasurer shall be elected in the odd numbered years, and the position of Vice-President and Secretary shall be elected in the even numbered years. All elections shall be at the Annual Meeting, or at a special election to fill vacancies, as described in Section 5, below.

Section 4. Qualifications. Persons eligible to serve as an Officer of this Association include Voting Member who are residents of Pinkney Neighborhood. Any person serving as an Officer of the Association who moves out of the Pinkney Neighborhood shall be disqualified to continue to serve as an Officer (See Section 9).

Section 5. Vacancies. Any vacancy occurring in the Executive Board by reason of the resignation, death, or disqualification (See Section 9) of an Officer or director may be filled until the next Annual Meeting by the Executive Board upon concurrence of a quorum of the remaining members.

Section 6. Powers and Duties. It shall be the duty of responsibility of the Executive Board to organize the business before the Association to ensure maximum participation of Association members and effective and efficient execution of Association business. Towards these objectives the Officers may assign projects, designate committees, make preliminary decisions on Association business, provided, however, that all final decisions on Association business shall be made by the Voting Membership unless authority for the Executive Board to act on a specific matter is authorized in advance by a majority vote of the Voting Membership present at a membership meeting.

Section 7. Meetings. There shall be at least one regular meeting of the Executive Board each year, which shall take place during the Annual Meeting. Special meetings of the Executive Board may be held outside of a regular meeting of the Association membership upon the request of any Officer and concurrence of a quorum of Officers. At any special meeting of the Executive Board, any business may

be discussed whether or not notice of that matter was given, however, final decisions of the Executive Board are subject to approval by the Voting Membership, per Section 6, above.

Section 8. Quorum. A majority of the Executive Board (three Officers if all positions are filled, or two Officers if one or more position is vacant) shall constitute a quorum.

Section 9. Disqualifications and Removal from Office.

- a. Failure to Attend. Any Officer may be asked to resign if they miss three consecutive meetings;
- b. Nonresident of Pinkney Neighborhood. Any Officer who does not continue to reside within the Pinckney Neighborhood shall automatically relinquish their office upon moving out of the Neighborhood; and
- c. Inappropriate Conduct. Any Officer who has been convicted of violating the law or has been determined to have behaved in a manner unbecoming a representative of the Pinckney Neighborhood Association may be asked to resign or, after notice and an opportunity to comment, may be removed from office by a majority vote of the Voting Members present at a membership meeting.

## **ARTICLE VI – Officers**

Section 1. Enumeration and Election of Officers. The Officers of the Pinkney Neighborhood Association shall be a President, a Vice President, a Secretary, and a Treasurer, each of whom shall be elected for terms of two years by vote of a majority of the Voting Members present at an Annual Meeting and take office immediately.

Section 2. The President. The President shall preside at all meetings of the Association and of the Executive Board. The President may be ex-officio, a member of all. The President shall have such usual powers of supervision and management as may pertain to the office of the President and perform such other duties as may be designated by the Executive Board.

Section 3. The Vice-President. The Vice-President, in the event of the absence, resignation, disability, or death of the President, shall possess all the powers and perform all the duties of that office. The Vice President shall perform such other duties as may be designated by the Executive Board.

Section 4. The Secretary. The Secretary shall keep minutes and record all votes of all meetings of the Association and the Executive Board. The Secretary shall notify all Officers of their election. The Secretary shall sign, with the President, all contracts and other instruments, when so authorized by the Board, and shall perform such other functions as may be incident to that office.

Section 5. The Treasurer. The Treasurer shall collect and receive all monies due. The Treasurer shall be the custodian of these monies, shall deposit them in a bank designated by the Executive Board, and shall disburse the same only upon order of the Board. All checks must be signed by the Treasurer or the President and approved by the Executive Board. The Treasurer shall present statements to the Executive Board at their regular meetings and to the general membership at least quarterly and at the Annual Meeting. The books of the Treasurer shall be made available to the Executive Board or their designee for review at least annually prior to the Annual Meeting, or upon request by the Executive Board.

Section 6. Co-Officers. Officer positions may be filled by co-officers, such that two persons may be elected or appointed, as appropriate, to jointly serve in the same capacity. In such an arrangement, the co-officers would share their responsibilities as they determine manageable, as long as all responsibilities of the office are fulfilled.

## **ARTICLE VII - Meetings**

Section 1. Membership Meetings. The number of general membership meetings to be held during the year shall be left to the discretion of the Executive Board but shall be no fewer than one per calendar year quarter.

Section 2. Annual Meetings. An Annual Meeting shall be held in February. This meeting shall elect the Officers and solicit and empanel members for the Nominating Committee. It shall also transact such other business as may properly come before it.

Section 3. Special Meetings. A quorum of the Officers may call a special meeting of the Association to conduct Association business.

## **ARTICLE VIII - Nominations and Election of Officers**

Section 1. Nominating Committee. A Nominating Committee may be empaneled to seek candidates for positions on the Executive Board. Preferably, the Nominating Committee will consist of three (3) to five (5) Voting Members who represent different sections of the Pinkney Neighborhood. At least two (2) of these members shall be members shall not be current Officers. Volunteers for participation in the Nominating Committee for the next Election may be recruited and appointed by the Executive Board at any time following the Annual Meeting. Any vacancy on the Nominating Committee shall be filled by the Executive Board after notice and opportunity to volunteer has been publicly announced. Suggestions for nomination for Officers may be sent to this committee by any Voting Member. No one shall be nominated whose consent has not been previously obtained.

Section 2. Report of the Nominating Committee and Nominations from the Floor. If a Nominating Committee has been established, the report of the Nominating Committee of its nominations for Officers, as well as recommendation for the next three members of the Nominating Committee, shall be presented at a membership meeting at least one month before the date of the Annual Meeting. At any time following the presentation of this report and prior to election of Officers, nominations may be made from the floor by any Voting Member, provided the consent of the nominated shall have been secured.

Section 3. Election of Officers. The election of Officers shall be made by a majority vote of the Voting Members present at the meeting. Absentee or proxy voting shall not be permitted.

## **ARTICLE IX - Committees**

Section 1. Appointment. The President of the Pinkney Neighborhood Association shall be entitled to appoint the membership to such committees as the Board deems necessary. Such committees shall be established and appointed to carry out the purposes enumerated by the Board.

Section 2. Designation by Membership. The Voting Members of the Association may, from time to time, vote to appoint members to a committee to fulfill a specific purpose or execute a specific event or series of events. Such a committee shall report periodically report at membership meetings on its progress in fulfilling its designated commitments.

## **ARTICLE X - Action**

Section 1. Executive Board Action. The Executive Board may make public statements and take any other actions that it deems necessary in the performance of its duties. Decisions made by the Executive Board are subject to membership review.

Section 2. Member Action. Members may act in the name of the Pinkney Neighborhood Association only when authorized to do so by the Executive Board.

## **ARTICLE XI - Amendments**

Section 1. Amendments. These bylaws may be amended by a majority vote of the Voting Members present at an Annual Meeting provided the amendments were publicly announced and made available for review at least ten (10) days in advance of the meeting in a manner designed to maximize notice to residents of and owners of residential property in the Pinkney Neighborhood.

Approved February 19, 2005 Pinkney Neighborhood Association Annual Meeting;  
Amended February 19, 2022 Pinkney Neighborhood Association Annual Meeting.