

**RIO GRANDE NEIGHBORHOOD ASSOCIATION  
BYLAWS**

**ARTICLE I. STATEMENT OF PURPOSE**

The Rio Grande Neighborhood Association (RGNA) promotes a safe, healthy, connected neighborhood. We have events and projects to facilitate community involvement, equity, the health of our environment, sustainability and investment.

The primary goals of the RGNA are to:

- Build interest in the welfare of the neighborhood,
- Share news and collaborate to find solutions, and
- Represent the neighborhood in the wider El Paso community.

**ARTICLE II. NEIGHBORHOOD BOUNDARY**

The neighborhood association boundary is as follows: northern edge is bounded by Schuster Avenue; eastern edge is bounded by Brown Street; southern edge is bounded by Montana Avenue; and the western edge is bounded by Stanton Street.

**ARTICLE III. MEMBERSHIP**

- A. The membership of this association shall consist of residents, renters, with property owners, business owners, schools and non-profit organizations within the neighborhood who have submitted their names on/for a membership list.
- B. Membership shall be open to all residents, renters and property owners alike, as well as business owners, schools and non-profit organizations within the boundaries of the association, as described herein.
- C. A Voting Member shall be a household, business, school or non-profit organization in attendance at an association meeting and that has established membership in the association. Each household, business, school or non-profit organization within the neighborhood shall be entitled to one vote.
- D. Yearly dues will not be part of this association's meeting purposes. There is no fee to be a member of the association.
- E. Membership shall not be denied on the basis of views or opinions contrary to the goals and purposes of the association.
- F.

**ARTICLE IV. Neighborhood Advisors & Block Captains**

The Voting Members of the neighborhood association shall nominate and elect the Advisors of the association. The Advisors 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. The Advisors of the association shall assume the responsibilities of President, Vice President and Secretary, while not being named as such. The Committee of Advisors will nominate an Advisor to serve as Treasurer. The number of Advisors shall be no fewer than five (5) and no greater than seven (7). A minimum of two (2) of the Advisors must be renters rather than Property or Business Owners. The Advisors of the association will comprise the Committee of Advisors.

- A. Any three or more Advisors shall call and jointly 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 association business, and shall act as official spokesperson for the association. Advisors present at the meeting shall be responsible for taking minutes and Advisors are responsible for maintaining a permanent record of all formal meetings and all legal documents and legal transactions of the Association.
- B. 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 records.

- C. Block Captains shall be composed of an appropriate number of Voting Members, shall be appointed by the Committee of Advisors, and shall serve in the capacity of gathering and disseminating information critical to the implementation of the purpose of the Association. Every effort will be made to ensure that Block Captains serve specific blocks or streets within the association boundaries.

#### **ARTICLE V. COMMITTEES**

- A. A majority of the Committee of Advisors shall have the power to appoint committees as necessary to implement the purposes of the Association.
- B. Committees terminate at the end of a term and must be reinstated during the following term to continue in existence.

#### **ARTICLE VI. MEETINGS**

An annual meeting shall be held during the month of January at a time and place designated by the Committee of Advisors.

- A. Not less than 50% percent of the Voting Members shall have the privilege of petitioning a special meeting at any time.
- B. A quorum shall be established by five (5) or more members of the Association.
- C. 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 email, phone calls, direct mailing, pamphlets, newsletters, or announcements at regularly scheduled meetings.
- D. All meetings shall be public and open to any interested persons.

#### **ARTICLE VII. NOMINATIONS, ELECTIONS, ANNUAL REPORTS AND INSTALLATION OF ADVISORS**

- A. Nominations of Advisors shall be made from the floor at the annual meeting or by a slate presented from a nominating committee.
- B. Election of Advisors shall be held on the same day as the nominations.
- C. Upon installation of the Advisors 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 Advisors shall be submitted to the newly elected counterpart within 14 days of the installation.
- D. Any vacancy occurring during the term of any Advisor shall be filled by appointment by the Committee of Advisors.
- E. Any Advisor can be removed from office by a 2/3rds majority vote of the Voting Members after a special meeting has been requested at least fourteen (14) days in advance. Notification of meetings involving the recall of Advisors shall be conveyed to the Neighborhood Services Coordinator of the City of El Paso at least seven (7) days prior to the meeting.

#### **ARTICLE VIII. FISCAL RESPONSIBILITY**

- A. Expenditure of funds of the association may not be made without the authorization of the Committee of Advisors, where 3 of 5 advisors or 4 of 7 advisors vote to authorize expenditures.
- B. Financial records and funds of the association shall be audited at least once a year by a committee of at least two (2) Voting Members of the Association appointed by the Committee of Advisors.
- C. The Committee of Advisors will decide which two (2) Advisors will be bank account signatories. All checks, drafts, or other orders for the payment of money, notes, withdrawals from savings accounts or other evidence of indebtedness issued in the name of the Club shall be signed by two (2) Advisors.

**ARTICLE IX. AMENDMENT OF BYLAWS**

- A. These bylaws may be amended by a majority vote of Voting Members.
- B. Proposed amendments shall be read at the presiding meeting after being announced at a meeting directly preceding the presiding meeting.

**ARTICLE X. GENERAL**

- A. The rules in the current edition of Robert's Rules of Order shall govern the association, the Committee of Advisors, 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.
- B. If any part of the 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.
- C. No Advisor, representative, spokesperson or member shall have any financial liability of the association.
- D. No Advisor, representative, spokesperson or member shall discriminate in employment and delivery of services in the exercise of the neighborhood association. We will not deny service to, or otherwise discriminate against, any person on the basis of race, color, religion, gender, gender identity, gender expression, sexual orientation, citizenship, marital status, age, national origin, ancestry, or physical or mental handicap.

**ARTICLE XI. DISSOLUTION**

Upon the dissolution of the Association, the Committee of Advisors shall distribute all the property and assets of the Association to the Opportunity Center for the Homeless or a similar local organization, organized and operated exclusively for educational or charitable purposes as contemplated by Section 501 (c) (3) of the Internal Revenue Code, as amended.

**DATE ADOPTED:** October 4, 2022

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SIGNATURE/Advisor

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