

Friendly Hills East Neighborhood Association
P.O Box 197872
Louisville, Kentucky 40259

By-Laws

Article I

The name of the organization shall be the Friendly Hills East Neighborhood Association, Inc.

Article II

The geographical boundaries of the Association shall be as shown by the map on attachment I.

Article III

The purpose of the association shall be to promote road, street light, and general neighborhood improvements, and to improve the quality of life and the general welfare of the Friendly Hills East area and its residents. The Association shall also be responsible to collect and disperse any fees or contributions which residents of the area may be assessed for maintenance or other purposes.

Article IV

Section I. The owner(s) of record of each improved lot shall be a member of the association.

Section II. A member shall have one (1) vote on all resolutions placed before the membership for the purpose of voting.

Section III. Split voting is permitted; the split voting procedure shall be a fraction of one (1) vote for each owner(s) of record of each dwelling.

Section IV. A member may not assign his membership rights or his responsibility for paying dues to the tenant residing in his dwelling.

Article V

Section I. Any member who has not paid his dues within 30 days of the due date shall be considered to be a member-not-in-good-standing. Such member may not vote or hold office in the Association.

Section II. Any member that becomes a member-not-in-good-standing while holding an office in the Association shall be considered to have resigned and shall be replaced in the manner provided for in these by-laws.

Article VI

Section I. The amount of dues to be paid for the following year shall be set at each annual meeting or at a special meeting, prior to the annual meeting, called for that purpose. The dues shall be approved by a majority of the members-in-good-standing present at the meeting.

Section II. Each member shall be sent a statement of dues during the month of September. Said statement shall be due and payable within 30 days.

Section III. If a property is leased or rented, it shall be the property owner's responsibility to notify the committee of the owner's new billing address.

Section IV. Upon sale or transfer of real estate, the dues for the year must be paid in full at closing. It will be decided between the seller and buyer who shall pay what percentage of the dues. The Association is not responsible for refunds.

Article VII

Section I. The Association shall elect from its membership the Friendly Hills East Neighborhood Council.

Section II. The Council shall consist of four (4) members who shall be elected as set forth in Article IX of these bylaws.

Section III. The Council shall be the spokes body and coordinating body for the Friendly Hills Neighborhood Association, Inc.

Section IV. A member shall be elected to the council for a term of two (2) years. Newly elected council members shall take office one week after the annual meeting.

Section V. The rotation of Council members shall be started with the 2007 election using the following procedure: The two (2) candidates receiving the most votes shall serve for a term of two (2) years; the two (2) candidates receiving the least number of votes shall serve for one (1) year. Beginning with the 2008 election, and for each year thereafter, two (2) members shall be elected for a two (2) year term.

Section VI. The Council members shall serve their terms without compensation, but shall be reimbursed for reasonable expenses in the performance of their duties when such expenses are approved by a majority of the council.

Section VII. Each Council member shall have one (1) vote at a Council meeting.

Section VIII. Any Council member may be removed from the Council for dereliction of his/her duties by a three-quarters (3/4) majority of the entire Council.

Section IX. In the event of a vacancy on the Council, the remaining Council members shall elect a replacement from among the Association membership. Such replacement shall serve for the remainder of the replaced Council person's term.

Article VIII

Section I. The Council may adopt any resolution which is not in violation of any laws of Jefferson County or Louisville Metro, the Commonwealth of Kentucky, or the United States of America.

Section II. The Council may not enter into any contracts or other obligations which would place the Association in a position where its liabilities exceed its liquid assets, unless such action is approved by a majority of all Association Members.

Section III. The Council may adopt a resolution asking for voluntary contributions from Association members for projects beneficial to the Friendly Hills East Neighborhood area.

Article IX

Section I. The council President shall appoint a chairman and two (2) members of the Association to serve as the Nominating and Ballot committee.

Section II. This committee shall actively seek qualified persons from among the Association membership that would be candidates for election to the Council.

Section III. Any member of the Association may nominate another, provided both are members-in-good-standing. Such nominations should be given to the Nominating and Ballot Committee between May 1 and July 1.

Section IV. The Nominating and Ballot committee shall ascertain that the provisions of Section III above are met, that the nominee is willing to be a candidate, and will serve if elected.

Section V. The Nominating and Ballot committee shall prepare a ballot containing the names of all qualified nominees. One (1) ballot shall be mailed to the home address of each member-in-good-standing no later than August 2, and must be returned to the Committee by the member by September 1.

Section VI. The Committee will count and tally the ballots, and prepare a statement of the results. The Committee President will announce the names of those elected at the annual meeting. The statement and ballot shall be given to the Association Secretary who shall retain them for three (3) years.

Section VII. Each Association member should cast one (1) vote (or if split voting is used, the appropriate fraction) for each Council vacancy. If there are more total votes marked on a ballot than there are Council vacancies, that ballot will be considered invalid.

Section VIII. Split voting is allowed as set forth in Article JY, Section III above.

Article X

From its councilpersons, the Council will elect a President, a Vice-President, a Secretary, and a Treasurer.

A. The President shall have the following duties:

1. He/She shall be the head of the Friendly Hills East Neighborhood Council.
2. He/She shall be the President of the Friendly Hills East Neighborhood Association.

3. He/She shall be the official representative of the Association and Council.
 4. He/She shall have the power to appoint, with the advice and consent of the Council ad hoc committees and members of such committees.
 5. He/She shall preside over all meetings of the Association and Council.
- B. The Vice-President shall have the following duties:
1. He/She shall assume the duties of the Chairperson in the absence of the Chairperson.
 2. He/She shall serve as the Vice-president of the Friendly Hills East Neighborhood Association.
 3. He/She shall assist the President with any duties necessary to complete task at hand.
- C. The Secretary shall have the following duties:
1. He/She shall serve as the Secretary of the Friendly Hills East Neighborhood Association.
 2. He/She shall record the minutes of the meetings of the Association and Council.
 3. He/She shall file the yearly report to the Secretary of State naming the Association officers.
- D. The Treasurer shall have the following duties:
1. He/She shall keep the financial records of the Friendly Hills East Neighborhood Association and shall publish an annual report for the distribution at the annual meeting of the association.
 2. He/She shall make financial reports to the Council as requested by the Chairperson.
 3. He/She shall receive dues from the members and pay such lawful obligations as the Council may direct.

Article XI

Section I. The Association shall meet at least once in each calendar year. The Association's annual meeting shall be held during September unless otherwise decided by a majority of the full Council.

Section II. The President of the Council, a majority of the Council, or one-third (1/3) of the Association membership may call a special meeting of the Association provided adequate written notice is given to the members of the association prior to the meeting.

Section III. The Council shall meet at least quarterly at such times and places as the Council shall designate.

Section IV. The Chairman of the council or a majority of the Council may call a special meeting of the Council provided all Council members are notified in advance.

Section V. Notices for all Association and Council meetings shall include an agenda of the matters to be considered by the members at said meeting.

Section VI. Any member of the Association may attend any meeting of the Association or the Council. A member may bring up any item that they wish discussed or answered when all items on the agenda have been satisfied.

Article XII

Section 1. Those members in attendance at an Association meeting shall constitute a quorum. Any resolution must be passed by a majority of the voting members in attendance at the meeting.

Section II. Three (3) Councilpersons shall constitute a quorum at a Council meeting. Any resolutions must be adopted by a majority of the Council quorum except as provided in Article VII, Section VIII.

Article XIII

These by-laws of the Friendly Hills East Neighborhood Association, Inc. shall be amended by a majority of voting members attending an Association meeting. An amendment shall be proposed by two-thirds (2/3) of the entire council or by one-third (1/3) of the membership of the Association that are eligible to vote. Proposed amendments must be distributed to all members of the Association in writing at least 30 days prior to being voted on.

Article XIV

These amended by-laws shall become effective when ratified by a majority of those association members that are entitled to vote at a scheduled meeting following the publication of the proposed amendments. Notice of the intended vote must be given in the meeting agenda contained in the meeting notice.

All Association Members are required to sign in prior to start of meeting in order to (1) Verify owners of record, (2) Verify member-in-good standing. This will establish their right to be heard and to vote. Members who meet these criteria will be issued a label to be affixed in a highly visible area of clothing in order to be recognized by presiding Council person.

In the event conflict or discord should erupt the President has the option to take a recess or to adjourn the meeting.

Article XV

When voting by the Association membership is required, by these by-laws or by the Council, the appropriate procedures outlined for balloting for Council members shall be used. The President of the Council shall serve as the Chairman of the Ballot Committee.

Article XVI

Except when in conflict with applicable Covenant Deed or these by-laws, Roberts' Rules of Order shall apply.