

Bottineau Neighborhood Association

Bylaws

as amended

September, 2000

Article I Mission

The Bottineau Neighborhood Association (BNA) shall work to maintain the stability, enhance the social and economic well being, preserve the historical significance, and celebrate the diversity of the Bottineau neighborhood. BNA will strive to build community ties within and outside of the neighborhood by emphasizing cooperation and participation.

Article II Goals

A. Maintaining the stability

Bottineau neighborhood is a residential/industrial neighborhood whose work ethics and family values have created one of the safest neighborhoods in the City. It is our intention to keep this blend together while strengthening the assets we already have.

B. Enhancing social well being

The greatest asset in Bottineau is its people. We recognize that a neighborhood is fundamentally composed of its friendly neighbors as well as the variety of buildings they occupy. We desire to learn about the origin and development of our neighborhood, with the many personalities past and present that have contributed to its uniqueness amongst the surrounding neighborhoods and City as well.

It is our intention to regard all neighbors as an intrinsic resource, and to practice cooperation instead of competition amongst each other. Our goal is to love one's neighbor as oneself, and to encourage and support the realization of everyone's hopes and dreams.

We understand that having neighbors is an opportunity and not an inconvenience as we seek to inspire and collectively imagine and create neighborhood achievements and improvements.

We desire to do the most with the least, utilizing our human resources to strengthen, beautify, and progressively evolve the physical and psychological attributes and virtues of our material resources for the benefit of all. We seek to provide a safe and friendly neighborhood that cares about its elderly as immigrants and their values, applying this same respect and appreciation towards present and future ethnic diversity.

C. Enhancing economic well being

We seek to provide a "business friendly" environment. We recognize that one of the strengths of this community is the industrial and commercial base, including the arts. We wish to encourage the businesses here to stay by providing them with an environment in which business might flourish, while looking for ways to buffer the inconveniences to the homeowners nearby. We believe that cohabitation between business and residents is not only viable, but essential to the stability of the community. Where feasible, we would encourage the addition of new business and the jobs they create, as well as provide an attractive environment for both residents and visitors.

D. Preserving historical significance and celebrating diversity

Bottineau is one of the oldest communities in the state of Minnesota. In 1849 future Governor William Marshall was commissioned to lay out the street plans by Pierre Bottineau and Franklin Steel of Saint Anthony. Bottineau himself was a voyageur, guide and explorer. The son of a French Canadian voyageur and a Native American mother of both Ojibwe and Dakota descent, Pierre grew up fluently speaking all of the native languages as well as French and English. Individually he embodied ethnic diversity and became known as a "walking peace pipe" because of this benevolence and ability to translate and mediate between all factions of settlers and natives. Indeed, he became known far and wide for his abilities to mediate within and between communities.

In the next century and a half, our venerable neighborhood continued to welcome and shelter newcomers from the United States, Western and Eastern Europe, Russia, and the Middle East. The Eastside Neighborhood House helped generations of immigrants learn the language and acquire the skills needed to become productive members of the community.

The northeast community as a whole has one of the richest religious legacies in the Twin Cities. Pierre Bottineau donated the land for the first church in our city (St. Anthony of Padua) in 1851 and our Lady of Lourdes. As a testimonial to our diversity, churches of multiple ethnic origin seem to have sprung up on every corner since then, and it is not uncommon to hear the songs of two or three church bells at the same time.

E. Building Community Ties

The most crucial part of any neighborhood is a feeling of belonging. It is our intention to build community ties that will link all segments together within our neighborhood. We will seek participation from all individuals: renters, homeowners, elderly, youth, business, industry, community organizations, government agencies, minorities, churches and anyone that is a part of the neighborhood. We will also seek to establish ties with the surrounding neighborhoods to establish a positive working relationship for the betterment of the total community. We will seek to discover common goals without interfering with the particular dreams of other neighborhoods.

Article III Area

The designated area of the Corporation, for purposes of the Article of Incorporation and these By-laws, shall be defined as that part of the City of Minneapolis bounded by:

- A. University Avenue on the east
- B. Mississippi River on the west
- C. 17th Avenue on the south- east of the railroad tracks and 18th Avenue west of the tracks
- D. Lowry Avenue on the north

Article IV Membership

A. Qualifications for Membership

You are eligible to be a member of the BNA if you are an individual residing, working or owning property in the Bottineau neighborhood. Eligible members are created by attending a meeting, signing their intention in writing or by contacting the organization.

B. Privileges of Membership

- 1. Each member has one vote
- 2. The membership has the power to elect the Board of Directors

Article V Committees and Board of Directors

A. Board of Directors

1. The membership shall elect for a three-year term a Board of Directors of at least seven (7), which will include the officers: President, Vice President, Secretary, Treasurer, and three Members at Large. The Board of

Directors shall consist of at least 60% residents of the neighborhood, at least 2 of which shall represent the neighborhood businesses.

A. The seven (7) elected Directors shall be elected to serve three (3)-year staggered terms. Immediately upon adoption of this amendment, 3 Director's terms will be for 3 years, 2 Director's terms will be for two (2) years and 2 Director's terms will be one (1) year and up for re-election at the annual meeting on September 28, 2000. Thereafter, all terms will be for three years.

2. The Board of Directors shall be responsible for the business, the day to day operations, and the property of the association.

3. The Board of Directors shall set the agenda of the meeting.

4. The Board of Directors shall determine the order of actions presented to the community.

5. Duties of the officers. The officers shall constitute the Executive Committee

a. President: The president shall chair the neighborhood meetings, meetings of the Board of Directors, represent the BNA to the community and governmental agencies and bodies, and perform other duties normally pertaining to the office.

b. Vice President: The vice president shall assist the president in any way possible and perform the duties of the president in the absence of the president.

c. Secretary: The secretary shall ensure that minutes and attendance are taken at meetings, have full and complete charge of the association's records, be responsible for facilitating the association's correspondence, including notification to members of meetings and other important matters. In addition, the secretary shall maintain a current active membership list.

d. Treasurer: The treasurer shall have charge of all funds belonging to this association, collect donations, pay bills, deposit funds in a bank approved by the association, and ensure that a periodic statement showing the financial condition of the association is rendered. The treasurer shall also ensure the closing of the books and the preparing of tax reports for the year of tenure.

e. The Board of Directors may hire staff to perform any of these tasks.

6. All Board of Directors shall serve a staggered three-year term with yearly elections to account for no more than 1/3 of the Board.

7. The Board of Directors has the authority to expand its Board to include the chair of the housing committee, community garden committee and business committee.

B. Committees

1. The Board of Directors shall have the power to create committees to carry out specific duties as needs arise.

2. These committees shall report to the Board of Directors and the Board shall have the right and responsibility to vote on any recommendations from a committee.

Article VI Meetings

A. Neighborhood Meetings

1. Neighborhood meetings provide the forum for soliciting and developing ideas and direction from the community.

2. There will be at least four (4) meetings of the neighborhood annually, including the annual meeting.

3. The fourth Thursday in September will be the annual meeting at which candidates for the Board of Directors will be nominated from the floor.

4. The October meeting will tally votes received that night along with any votes received from a flyer vote. The new Board will take over at the next Board of Directors meeting.

B. Special Meetings

Special meetings can be called by the Board of Directors.

C. Committee Meetings

Committees may choose to have or not have meetings at a time and place of their choosing

D. Annual Meeting

1. The annual meeting will be on the fourth Thursday of September.

2. At this meeting nominations for the open Board of Directors seats will be taken.

3. The candidates will be subject to questions from those in attendance.

4. The list of candidates will be placed in the October newsletter.

E. October Meeting

1. Votes from the October newsletter/flyer will be tallied along with those present and voting that evening, the new Board of Directors will take over at the next Board of Directors meeting.

2. Business as usual

F. Meetings of the Board of Directors

The Board of Directors will meet monthly, unless otherwise posted, to carry out the responsibilities of the organization.

G. Action Without a Meeting

Any action required to be taken, or which may be taken, at a meeting of the Board of Directors, may be taken without a meeting if consent, in writing, setting out the action taken shall be signed by all of the Directors. Such consent shall have the same effect as the unanimous vote at a meeting of the Board of Directors.

Article VII Notification of Meetings

A. Annual, Neighborhood or Special Meetings

Notification for these meetings must be given at least seven days in advance by either newsletter or mailing.

B. Committee Meetings

All committees will announce the times and place of their meetings at neighborhood meetings and in the newsletter.

C. Meetings of the Board of Directors

Notification to Board members for board meetings must be at least seven days in advance or at an agreed upon day and time of the month. This required notice may be waived. Specifically, the attendance of any director at any meeting shall constitute a waiver of notice of the meeting. When a director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened, notice is not waived.

Article VIII Newsletter

1. It shall be the goal of this association to keep the neighborhood and its members as informed as possible

2. The form this shall take is publishing, at a minimum, a quarterly newsletter

3. Board of Directors shall oversee the publication

4. The Board of Directors shall have the right at their discretion to bring an issue to a neighborhood vote using the newsletter.

Article IX Voting and Amendments

A. Voting

1. All voting by the Board of Directors shall be decided by a simply majority.

2. All voting by the Board of Directors must include at least 50% of the full Board of Directors.

3. Voting by the members for the Board of Directors and any other issue the Board of Directors wishes to bring to the membership

a. all votes must be signed

b. voting decided by simple majority

c. a legal quorum is 25 votes

d. voting records are open to the public

e. voting may be done in person, by mail or electronically, the guidelines regarding whether votes will be in person, by mail or electronically or all three must be specified to the public before the vote in a newsletter.

B. Amendments to the Bylaws

1. The Board of Directors shall have the authority to amend the bylaws as needed.

2. Not withstanding to subd. 1, the Board of Directors must bring to the membership changes to adopt, amend, or repeal a By-law fixing a quorum for meetings of members, prescribing procedures for removing directors or filling vacancies in the board, or fixing the number of directors, qualification, or terms of office. A By-law amendment to increase or decrease the vote required for a member action must be approved by the members.

a. A member (as per 1 and 2 above) must be given notice in the Bottineau Gazette that a meeting to amend a By-law will be held or the amendment may go out to the membership in the Gazette in the form of a flyer. A simple majority vote of the membership present or responding is required at a regular meeting, a special meeting or a flyer vote.

Article X Removing or filling vacancies of the Board of Directors

A. Removing a Board of Director from the Board

A Director may be removed from office by a 75% vote of the full Board of Directors at a regular board meeting, or a special meeting for that purpose. The Directors must receive prior notification of such a vote and possible action and the right to be heard thereon.

B. Filling a vacancy

The remaining Board of Directors shall have the right to appoint a replacement to the Board of Directors.

C. Any Director may resign by giving written notice to the President.

Article XI Grievance Procedure

A. Board members may volunteer as needed to be on the Grievance Committee. The Grievance Committee shall report to the Board of Directors. Each new grievance will require a random drawing to create the Grievance Committee. Anyone wishing to bring a grievance to the committee must submit the following information.

1. Name, address and phone number of petitioning party
2. Nature of concern (be specific)
3. Specific action by BNA that you feel created the problem
4. Actions to be taken to remedy the problem

B. Grievances should be mailed or hand-delivered to the BNA office, and addressed to the Bottineau Neighborhood Association Grievance Committee. This information will become part of the documentation of the grievance.

C. Upon receipt of a submitted grievance, three (3) volunteer Board members shall be drawn by lottery and shall meet as often as possible to investigate each unrelated grievance, make a report and recommend a proposed solution within 90 days.

Article XII Books and records, Audit, Fiscal year, Office

A. Books and records

The Board of Directors shall keep a complete record of the minutes of the meetings and any written communications by this organization. They will be available for inspection by any member so desiring to see them.

B. Audit

The books will be audited as required by statute and funding guidelines.

C. Fiscal year

The fiscal year shall run from January to January

D. Principal office

The office of the organization may be wherever the Board of Directors finds it convenient and appropriate.

E. Check writing

All checks require two signatures, one from the treasurer and one from the president or vice president.

Article XIII Discrimination

Not allowed.

Article XIV Indemnification

The Corporation shall indemnify members and Board of Directors of the corporation pursuant to Minnesota Statute 317A.521. In addition, the corporation may purchase and maintain insurance on behalf of any officer, board member or member against liability asserted against him or her in any such capacity to the full extent permitted by law.