

**BYLAWS  
of  
Truman Neighborhood Association  
Vancouver, WA**

**Article 1 - Organization Name**

The name of this nonprofit organization shall be Truman Neighborhood Association (TNA), and may also be referred to as Truman Neighborhood Association of Clark County (TNACC).

**Article 2 – Purpose**

The purposes of this organization are:

- a. To address community issues within our boundaries;
- b. To form a greater sense of community between residents;
- c. To generate a unified voice in local government issues;
- d. To create a sense of neighborhood ownership for all persons residing within the boundaries;
- e. To organize social and community enhancement events to bring the neighborhood together.

**Article 3 – Boundaries**

Truman Neighborhood Association's officially recognized boundaries as defined in consultation with Clark County are:

North: NE 52nd Street through to NE 51st Street ending at NE 56th Avenue

East: NE 54th Avenue (between State Route 500 & NE 47th Street), NE 47th Street (between NE 54th Avenue and NE 56<sup>th</sup> Avenue), NE 56th Avenue north to NE 51st Street

South: State Route 500

West: NE St. Johns Road (following Vancouver city boundary)

**Article 4 – Membership**

All persons 18 years of age or older and businesses residing within the boundaries will be considered members of the Association. This applies equally to homeowners and renters, as this is a neighborhood association not a homeowners association.

**Article 5 - Official Recognition**

The Truman Neighborhood Association is not affiliated with but is recognized by Clark County government. The Clark County Neighborhood Outreach Office entitles the Association to specific benefits and thus places certain requirements on the Association and its bylaws. The Truman Neighborhood Association is affiliated with the Neighborhood Association Council of Clark County (NACCC).

## **Article 6 – Dues/Funding**

- Section 1. In compliance with Clark County rules no dues will be charged to members. Voluntary contributions, contracts, grants, subscriptions, or fund-raising activities may be used by the Truman Neighborhood Association as needed. In accordance with Article 9, Section 5, the TNA Council has authority to approve expenditure of funds by a majority vote. In accordance with Article 9, Section 4: approved expenditures shall be reported by the Treasurer to Association members at each Association meeting.
- Section 2. Any recurring funds needed to maintain the operation of the TNA, such as but not limited to: fees to the Secretary of State; printing of election or meeting materials; maintenance of records; Truman PTA membership, shall be deemed approved.
- Section 3. Funds for Neighborhood events shall require the majority approval of the Council for expenditures over \$50.00. Expenditures of \$50.00 or less would require the approval of 1 committee member and 2 Council members.

## **Article 7 - Association Meetings**

- Section 1. Association meetings shall be scheduled by the TNA Council and at least one meeting shall be held per year.
- Section 2. Special Association meetings shall be called by the TNA Council as deemed necessary.
- Section 3. The Council may authorize a general or special meeting of the Association to be conducted through the use of communication technology by which all members participating may simultaneously hear each other and participate in discussion and voting during the meeting.
- Section 4. Association Meetings will: be called to order; have Flag Salute; have Treasurer's report presented; have guest speakers and/or other relevant neighborhood agenda presented; have motion to adjourn meeting.
- Section 5. Motions made and seconded at Association meetings shall be voted on by members present. Voting shall be done by a show of hands and approval shall be by a majority vote.
- Section 6. The Quorum for an Association meeting shall be those members present, so long as notice has been duly given.

## **Article 8 – Officers/Council**

- Section 1. The Council shall consist of up to nine (9) members; Four officers: Chairperson, Vice-Chairperson, Secretary and Treasurer, and up to five (5) Council members-at-Large. Once the Council members are elected, they shall elect the four officers listed above from their ranks at

the first convened Council meeting following the Association election meeting.

Section 2. The Truman Neighborhood Association Council shall be known in these bylaws as the Council.

Section 3. The Council shall meet at least one time per year to prepare for the Association meeting and may hold additional meetings as needed. Council meetings may be conducted through the use of communication technology by which all Council members participating may simultaneously hear each other and participate in discussion and voting during the meeting.

### **Article 9 - Officers/Council Duties**

Section 1. Chairperson: The Chairperson shall generally supervise the business and affairs of the Association. He/She shall preside over all Association and Council meetings. Should the Council consist of an even number of members the Chairperson shall be a non-voting Council member. He/She may represent the Association at other meetings in the community as needed. He/She shall act as the contact person for members via mail, email at [trumanneighborhood@gmail.com](mailto:trumanneighborhood@gmail.com), phone or direct personal contact. The Chairperson shall maintain all original and copies of official paperwork/documents pertaining to the business and affairs of the Association with copies provided to the Secretary for Association records. The Chairperson shall assign the duty and oversee the publication of the association's newsletter and maintain copies of them. The Chairperson shall be a signer on the Truman Neighborhood Association's checking account.

Section 2. Vice-Chairperson: The Vice-Chairperson shall assist the Chairperson when necessary, by attending meetings or other community events on behalf of the association. The Vice-Chairperson performs the duties of the Chairperson in the event the Chairperson is unable to fulfill his/her responsibilities. The Vice-Chairperson shall be a signer on the Truman Neighborhood Association's checking account.

Section 3. Secretary: The Secretary shall take notes of all Association and Council meetings. Association meeting notes dating back 6 months or older shall be made available upon written request to the Association Secretary. Notes from the last Association meeting shall be available for viewing at the next Association meeting with copies available upon written request. The Secretary shall be responsible for keeping accurate records of all Association business, including but not limited to, all meeting notes, meeting notices, correspondence, copies of financial reports, copies of up-to-date bylaws, articles of incorporation paperwork, copies of all newsletters, and any other historical documents pertaining to the ongoing business of the Association.

Section 4: Treasurer: The Treasurer shall be the custodian of all funds of the Truman Neighborhood ( Association checking account. The Treasurer will prepare accurate and timely financial reports to be presented at every Association meeting and provide a copy to the Secretary for inclusion in the meeting notes. The Treasurer shall keep accurate accounts of all income and expenditures of the Association and provide a monthly bank statement to the Chairperson. The Treasurer shall prepare each check of the Association which shall require two signatures. The Treasurer shall be a signer on the checking account. Three authorized signatures shall be

maintained on the Association's checking account. The Treasurer shall submit all account information to an Audit Committee each year prior to Council elections.

Section 5. Council as a whole: shall: 1) execute a duty of loyalty to safeguard the privacy of the membership roster; 2) appoint members and establish committees to perform necessary functions and represent the Truman Neighborhood Association; 3) make appointment(s) to fill any vacancy on the Council until the next Association meeting where members will vote on the appointee; 4) shall make informed decisions regarding Association issues and/or events for the good of the Association when impractical to present such information to the membership in a timely manner. All such actions shall be reported to members at the next Association meeting; 5) all Council meetings shall have a quorum of half the Council members plus one; 6) has the authority to correct any scrivener's errors that do not change the intent of the bylaws.

Section 6. As the Chairperson, Vice-Chairperson, Secretary, Treasurer leave their position, all official paperwork/documents shall be passed on to their successors.

### **Article 10 - Elections**

Section 1. Elections for Council members shall take place at the first Association meeting of the calendar year. Announcement of the slate of candidates to appear on the ballot for election to the Council shall be published in the Truman Neighborhood Association newsletter, mailed prior to the first calendar year Association meeting.

Section 2. Candidates interested in an elected Council position must submit in writing their name and brief candidate statement to the Chairperson by December 15th to be included in the slate of candidates presented to membership in accordance with Article 10, Section 1.

Section 3. Voting Privileges: One vote shall be allowed for each member. Proxy votes are not allowed. Members shall be required to show proof of residency in the Truman Neighborhood to be eligible to vote in Association elections.

Section 4. Voting: To be by written ballot or comparable electronic alternative. An affirmative vote on ballots cast by a majority of those members in attendance at an Association meeting shall be required for election.

Section 5. Terms of Office: Council members shall serve for one year or until he/she resigns or is removed in accordance with Article 11. There is no limitation on the number of terms of office any person may serve.

Section 6. The new Council members shall assume office at the close of the Association election meeting.

## Article 11 – Eligibility/Candidates

- Section 1. Candidates must have attended at least two previous association meetings within the prior 18 months, not including the election meeting. Verification of attendance is per attendance sign-in sheets passed at each Association meeting.
- Section 2. Candidate(s) are encouraged to have a level of commitment to the community by volunteering with/at neighborhood events and/or the Truman Elementary School.
- Section 3. The Association Council actively volunteers and hosts neighborhood events at Truman Elementary School, thus all Council members are required to pass a Vancouver School District or Washington State Vulnerable Population background check and submit said verification to the Chairperson within 30 days of being elected.

## Article 12 - Removals and Vacancies

- Section 1. Any Council member may resign his/her office at any time. Such resignation shall be declared in writing and will take effect upon acceptance by the Council Chairperson or Vice-Chairperson.
- Section 2. The Council may declare the seat of any elected or selected Council member vacant if that member is absent from three consecutive Council meetings without cause deemed sufficient by the Council.
- Section 3. Noncompliance of Article 11, Section 2 within 30 days of elections is cause for immediate removal from the Council. Council member will be notified by mail that they are no longer a member of the Council. Council shall then fill vacancy in accordance with Article 9, Section 5.
- Section 4. In the event of a vacancy, the Council shall fill the vacancy in accordance with Article 9, Section 5, by selection of a qualified member and subsequent majority vote of the Council.

## Article 13 – Amendments to Bylaws

These bylaws may be amended or revised by an affirmative vote by a majority of members in attendance at an Association meeting, so long as notice of proposed changes are published with the call to meeting. **These bylaws are the standard by which the Truman Neighborhood Association conducts itself and its business.**

These bylaws were amended by a majority vote at the April 25, 2022 virtual general meeting.  
These bylaws were amended by a majority vote at the April 27, 2021 virtual general meeting.  
These bylaws were adopted by a majority vote at the February 27, 2020 general meeting.  
These bylaws were adopted by a majority vote at the June 1, 2017 Association meeting.  
These bylaws were amended by a majority vote on October 20, 2014 general meeting.  
These bylaws were amended by a majority vote on October, 18, 2012 general meeting.  
These bylaws were adopted by majority vote at a special meeting of the Truman Neighborhood Association called for that purpose in April 1998.