

BY-LAWS

OF

THE PILOT BLOCK NEIGHBORHOOD ASSOCIATION

(as revised, July 26, 1973)

ARTICLE I - NAME

The name of this organization shall be the Pilot Block Neighborhood Association (hereinafter referred to as the Association).

ARTICLE II - PURPOSES

Section 1: The purpose of the Association shall be:

to provide a forum for the opinions of its members;

to work to improve the social and physical conditions of the neighborhood, with an eye to preserving its diversity and those social and physical characteristics of positive value to the area;

to represent the members and act as their voice in dealing with other individuals, organizations or governmental authorities;

to sponsor positive projects for the benefit of the neighborhood;

to work with other groups and neighborhood organizations for the benefit of the community as a whole.

Section 2: The Association shall endeavor to keep the members informed on relevant political issues and may act on political issues consistent with the purposes as stated above, but shall not endorse any political candidate or take a partisan political position.

ARTICLE III - MEMBERSHIP

Section 1: The Association shall be comprised of all residents, licensed merchants or professionals, and property owners in the area of the South End which includes the odd-numbered side of West Newton Street; both sides of Pembroke Street; the even-numbered side of West Brookline Street; bounded by and including on the north Columbus Square and the

*changed*

*in Claremont*

south side of Warren Avenue and bounded by and including on the south the north side of Tremont Street; and the triangular parcel of land bounded by and ~~including Columbus Avenue, West Canton Street and Warren Avenue.~~

Section 2: All the members, as specified in Section 1 of this article, shall be eligible to attend meetings, voice opinions, vote in meetings of the Association, serve on committees, and hold office.

Section 3: Any person who is interested in the neighborhood may become a Contributing Member by contributing to the Association, and shall be eligible to hold a Contributing Members card for that year.

Section 4: Contributing members who are not also residents, licensed merchants or professionals, or property owners within the neighborhood as defined in Section 1 of this article shall be eligible to attend meetings, voice opinions, and serve on committees, but shall not be eligible to vote or to hold office.

#### ARTICLE IV - NEIGHBORHOOD COUNCIL

The Neighborhood Council shall consist of the four Officers and twelve Representatives elected by the members of the Association.

#### ARTICLE V - DUTIES OF THE COUNCIL

Section 1: The council shall have the management and control of the Association in all its property and affairs; shall control the expenses of the Association; shall appoint the members of the Nominating Committee and the chairman of all committees, after considering the recommendations of the President; shall appoint such other officers, agents, or other delegates as the Council from time to time may deem appropriate; may establish committees with authority to act in areas of concern to the Association; and generally shall act, subject to the provisions of these By-Laws, for the Association in all matters.

Section 2: Decisions of the Council shall be by a two-thirds vote of those Council members present and voting.

Section 3: Any Council member who fails to attend three consecutive meetings may be dropped from the Council, at the discretion of the Council.

#### ARTICLE VI - OFFICERS

Section 1: The officers of the Association shall consist of a President, a Vice-President, a Secretary, and a Treasurer, to be chosen from among the members of the Association.

Section 2: Officers shall serve a two-year term and may not succeed themselves more than one time in the same office.

#### ARTICLE VII - DUTIES OF THE OFFICERS

Section 1: Duties of the President--The President shall be the chief executive officer of the Association. He shall preside at all meetings of the Association and of the Council. He shall present to the Council at its first regular meeting after the Annual Meeting of the Association his recommendations as to the members of the Nominating Committee, the chairmen of all committees, and any necessary delegates, after consulting the respective people to be recommended by him. He shall make a written annual report to the Association.

Section 2: Duties of the Vice-President--The Vice-President shall assist the President, and shall perform the duties of the President in his absence or upon his request.

Section 3: Duties of the Secretary--The Secretary shall send out notices of all meetings, and shall keep all records of the Association including records of all meetings of the Association and of the Council.

Section 4: Duties of the Treasurer--The Treasurer shall collect all moneys due to the Association and pay all bills against the Association when approved by the Council. He shall keep a full account of the receipts and expenditures in a book belonging to the Association, which shall always be open to inspection by the Council or by any Association member, if he should so request. At the Annual Meeting, he shall make a written report of all income and disbursement for the year preceding.

#### ARTICLE VIII - REPRESENTATIVES

Section 1: There shall be three Representatives to the Council from each of the following four areas: Area 1: the odd-numbered side of West Newton Street, the north side of Tremont Street between West Newton Street and Pembroke Street, Columbus Square; Area 2: both sides of Pembroke Street; Area 3: the even-numbered side of West Brookline Street, the north side of Tremont Street between Pembroke Street and West Brookline Street, the south side of Warren Avenue between Pembroke Street and West Brookline Street; Area 4: the triangular parcel of land bounded by and including Columbus Avenue, West Canton Street and Warren Avenue.

Section 2: The Representatives of each area shall be residents, licensed merchants or professionals, or property owners within their area, and shall be elected by the members of the Association from within their area.

Section 3: Representatives shall serve a two-year term and may not succeed themselves more than one time in the same office.

## ARTICLE IX - DUTIES OF THE REPRESENTATIVES

The Representatives shall represent the interests of their constituents and of the neighborhood on the Council, shall encourage membership and communication between their constituents and the Council, and shall endeavor to find out and to help to meet the needs and interests of their constituents.

## ARTICLE X - VACANCIES

Section 1: If any office becomes vacant for any reason, the Council may elect a successor to hold such office for the balance of the unexpired term.

Section 2: If a position of Representative becomes vacant for any reason, the Council may elect a successor from the appropriate area.

## ARTICLE XI - COMMITTEES

Section 1: Nominating Committee--The President, each year at the first regular meeting of the Council after the Annual Meeting of the Association, shall recommend a Nominating Committee of four members to be appointed by the Council. No more than one member of the committee may be on the Council. This committee shall bring in nominations for the Officers and Representatives in accordance with the provisions of these By-Laws, and shall supervise the elections and count the ballots. The committee shall endeavor to represent the diversity of interests of the neighborhood in its choice of candidates.

Section 2: Other Committees--The Council has the power to create committees as appropriate, and to appoint committee chairmen from among the members of the Association.

## ARTICLE XII - MEETINGS

Section 1: Meetings of the Association--The Association shall hold at least three meetings each year. The Annual Meeting, for the election of Officers and Representatives and for receiving reports, shall be on the third Wednesday in May. Dates for other regular meetings shall be set by the Council, and not less than seven days written notice to the membership shall be given by the Secretary. The Council must call a special meeting on petition of any fifteen Association members, time and place to be specified in the notice to the membership. Every call for a special meeting shall state the object for which the meeting is to be held, and no business unrelated to that object shall be in order. Twenty members shall constitute a quorum for a meeting of the Association.

Section 2: Meetings of the Council--The Council shall customarily hold meetings once a month, to be called by the President or by a majority of the Council members. A majority of the Council members shall constitute a quorum. All members of the Association shall be notified that the Council is to meet, and meetings

shall be open to all Association members, who may express opinions but not vote. Minutes of the Council meetings shall be made available to the members of the Association.

#### ARTICLE XIII - FISCAL YEAR

The Association's fiscal year shall be from June 1 to May 31.

#### ARTICLE XIV - NOMINATIONS AND ELECTIONS

Section 1: Election of Officers shall be by printed ballot and majority vote of the members voting. In case of a lack of majority, there shall be a run-off election between the two leading candidates.

Section 2: Election of Representatives shall be by printed ballot and by plurality vote of the members of each area voting.

Section 3: The Nominating Committee shall provide slates of candidates for Officers and for Representatives from each of the four areas. The slates shall be published and distributed to all members of the Association at least thirty days before the Annual Meeting, and shall be accompanied by a letter indicating the names of the members of the Nominating Committee and explaining the procedure for making additional nominations.

Section 4: Additional nominations may be made by presentation to the Nominating Committee, at least seven days before the Annual Meeting, of a petition signed by at least ten Association members. Revised slates of candidates shall be published and distributed to the Association members before the election day.

No person's name shall appear in more than one place on the ballot.

Section 5: Unsuccessful candidates for officer shall automatically have their names added to the ballot as candidates for Representative from their area.

Section 6: Any member of the Association may obtain an absentee ballot within seven days preceding the election by presenting himself to a member of the Nominating Committee and explaining why he cannot be present at the election meeting. The Nominating Committee may then provide him with a ballot, to be filled in and returned to the Committee before the start of the election meeting.

Section 7: The Nominating Committee shall contact all candidates before the election to make sure they are willing to serve.

ARTICLE XV - AMENDMENTS

These By-Laws may be amended, adopted, or rescinded at any meeting of the Association by a two-thirds vote of the members present and voting, provided that the proposed change has been discussed at a previous Association meeting and has been listed on the agenda for the meeting.

ARTICLE XVI - IMPLEMENTATION

These By-Laws shall become effective immediately upon their approval. Elections may take place immediately thereafter, provided that two-thirds of the members present agree that the nominating and election procedures of these By-Laws have been followed as closely as possible.