

LTNA BYLAWS

LAS TERRAZAS NEIGHBORHOOD ASSOCIATION BYLAWS

ARTICLE I -- NAME

The name of this group shall be Las Terrazas neighborhood association.

ARTICLE II -- PURPOSE

The purpose of the Association shall be to enhance that area of the City of Albuquerque, Bernalillo County State of New Mexico bounded on the West by Piedras Marcades Drainage Easement Canal; bounded on the North by Paseo Del Norte NW; bounded on the East by Rancho Sereno Road; bounded on the South by Las Terrazas Drive; herein after referred to as Las Terrazas area, to promote a better neighborhood and community through group action, so that the quality of life in the area shall be in keeping with the social, environmental, cultural and historic needs and interests of the residents. To this end, the activities of the Association shall include, but are not limited to, sponsoring cooperative planning research, fund raising, and public education programs as they deemed necessary, provided they are consistent with one or more of the purposes set out in Section 501 @ (3) of the Internal Revenue Code or any applicable corresponding section of the law, and to undertake all acts, purposes, and powers authorized by law for nonprofit organizations.

ARTICLE III -- OFFICE

The registered office of the Association shall be the address of the president or agent to be designated by the Board of Directors.

ARTICLE IV – MEMBERSHIP (See Amendment 1 in Article XIII, Amendments.)

Section 1. There shall be two types of membership in the association - regular and business.

Section 2. A regular membership shall be limited to adult residents and/or property owners of the Las Terrazas area. There shall be one (1) voting membership for each household.

Section 3. A business membership shall be limited to any person or legal entity who operates a place of business or institution within and adjacent to the boundaries of the Las Terrazas area. There shall be one (1) voting membership for each place of business.

Section 4. Voting privileges shall be: one (1) vote per membership and may be split proportionally between adult members of the household that attend any meeting where voting is required.

Section 5. Dues shall be \$35.00 per year per regular membership and \$50.00 per year per business membership. New residents shall be presented with a courtesy membership upon occupancy with the \$35.00 fee waived. Courtesy membership will expire at the end of the calendar year.

Section 6. The Association shall conduct an annual enrollment of members. New memberships shall be available at any time. Memberships expire the last of December.

Section 7. Each membership of the Association shall receive a receipt for membership dues if paying in cash which shall serve as evidence of membership. A cancelled check shall serve as a receipt for all others.

ARTICLE V -- OFFICERS AND THEIR ELECTION (See Amendment 2 in Article XIII, Amendments.)

Section 1. A Board of Directors shall be the governing body of the Association and shall consist of seven (7) persons who are adult members of the Association. The Board of Directors shall be elected by the general membership at the annual meeting for two years. Directors shall assume office at the end of the annual meeting or when elected.

Section 2. Officers of the Association shall be a President, Vice President, Secretary, and Treasurer, who are members of the Board.

Section 3. The term of office for the President, Vice President, Secretary, and Treasurer shall be for one (1) year. No officer shall serve in the same office for more than two (2) consecutive years.

Section 4. Only members of the Board of Directors shall be eligible to be officers of the Association.

Section 5. Vacancies occurring in any office shall be filled for the unexpired term by a majority vote of the Board of Directors. .

Section 6. Any elected officer may be removed from office by majority of the membership, whenever, in its judgement, the best interest of the Association would be served thereby.

Section 7. Nominating Committee

a. At their regular meeting immediately following the annual meeting, the Board of Directors shall appoint a Nominating Committee of five members of the Association to serve for a term of one year. The chairperson of the Nominating committee shall be member of the Board of Directors.

b. The Nominating Committee shall entertain suggestions for Directors during the year, and shall provide a single slate of candidates to be voted upon by the general membership at the annual meeting.

c. The election shall be by voice vote, except when additional nominations have been made in which event the election shall be by ballot.

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ARTICLE VI -- DUTIES OF THE OFFICERS

The duties of the officers shall include but be limited to the following:

Section 1. - President: The President shall be the chief executive officer of the Association and shall in general supervise all of the business and affairs of the Association between the meetings of the Board of Directors. The President shall preside at all meetings of the Board of Directors and the general membership. The President shall, with the approval of the Board of Directors, appoint all standing and special committees except the Nominating Committee, and shall be Ex-Officio member of all the committees except the Nominating Committee. The President shall make an annual report to the general membership at the annual meeting and file such report with the Secretary. The President shall make all necessary reports to the City of Albuquerque in compliance with the Neighborhood Association Recognition Ordinance, and comply with any state and federal laws.

Section 2. - Vice President: The Vice-President shall when necessary perform the duties of the President, and shall succeed to the Presidency in the event of the death, disability, removal from office or resignation of the President until such time as a successor to the President shall be elected.

Section 3. - Secretary: The Secretary shall keep minutes of all meetings of the Board of Directors and of the General Membership and shall keep all records of the Association and give notice of all meetings as directed. The Secretary shall perform all other duties incident to the office of the Secretary or as may be required by the President or the Board of Directors.

Section 4. The Treasurer: The Treasurer shall collect all monies due the Association and shall have custody of all funds of the Association, pay all bills approved by the Board of Directors, and keep account of all receipts and expenditures. The Treasurer shall present a financial statement at each Board of Directors and General Membership meeting.

ARTICLE VII -- COMMITTEES

Section 1. The membership may establish necessary committees at any meeting. The President may also establish such committees. Committee chairpersons shall be appointed by the President.

Section 2. No report, or any other action of any committee of the Association, shall be considered as the act of the Association unless and until it shall be approved by the Board of Directors or by the general membership at a membership meeting.

ARTICLE VIII -- STEERING COMMITTEE

The Board of directors shall constitute the Steering Committee and may act for the group between meetings.

ARTICLE XI -- MEETINGS

Section 1. Regular meetings of the general membership shall be held semiannually at 7:00 p.m. on the second Tuesday of March and September unless otherwise ordered by the Board of Directors.

Section 2. The Association shall hold at least one meeting a year for which it makes reasonable attempt to give written notice to every household and place of business within the association boundaries by mail, delivered handbill, or a number of posted signs.

Section 3. No election shall be held at a meeting of the Association unless the meeting is advertised as noted in section 2 above.

Section 4. The September meeting shall be known as the annual meeting.

Section 5. Special meetings of the general membership may called by a majority of the Board of Directors, 30 percent of the voting membership, or the President. The President shall set the meeting within thirty (30) days but not less than ten (10) days and the Secretary shall give notice of any such meeting.

Section 6. Members present at any regular or special membership meeting shall transact the business at any such meeting.

Section 7. All votes shall be decided by a majority of the members present at any meeting.

Section 8. The Board of Directors has the option of requiring written ballots with proof of membership of the Association.

Section 9. No member of the Association may vote by proxy.

ARTICLE X -- MONETARY MATTERS (See Amendment 3 in Article XIII, Amendments.)

Section 1. The depository for the Association funds, the person(s) entitled to expend monies on behalf of the Association, and all such matters shall be determined by the Board of Directors.

Section 2. No member, director or officer will receive, directly or indirectly, any compensation or pecuniary benefit from the Association, except that the Association may reimburse them for expenses. The Association may pay reasonable compensation for services rendered, even if the recipient is a member, director or officer of the Association.

Section 3. All checks will be cosigned by two of four authorized signatures. All officers will be authorized to sign checks.

ARTICLE XI PARLIAMENTARY AUTHORITY

Robert's Rules of Order, Newly Revised shall govern the Association in all cases in which they are applicable and in which they are not in conflict with these bylaws,

ARTICLE XII -- DISSOLUTION

In the event of dissolution of the Association, the Board of Directors shall, after payment of all liabilities of the Association, dispose of the remaining assets of the Association exclusively for such

charitable or educational purposes as shall be wholly within the limitations of the provisions of Section 501 (C) {3} of the Internal Revenue Code or any applicable corresponding section of the law.

ARTICLE XIII -- AMENDMENTS

The bylaws may be amended at any regular or special meeting of the general membership by two thirds (2/3) votes of those in attendance. The membership shall be notified 10 days in advance of the meeting and that amendments will be entertained at that meeting.

I certify that the foregoing bylaws were adopted and ratified by the members of the Las Terrazas Neighborhood Association and adopted and ratified by the Board of Directors on the dates as shown below.

January 12, 1999 Michael Brady, President, Betty Montoya, Secretary

November 2005 Revised, adopted and ratified by Board of Directors

November 2008 (Re-typed, no changes) Ratified by the current Board of Directors

Original signed President Secretary

Vice-President Treasurer

Amendment 1 of the By-Laws, November 2023: In compliance with the “Neighborhood Association Recognition Ordinance” of 2022 the Las Terrazas Neighborhood Association (LTNA) **amends its Article IV – Membership**, as follows: In addition to the general membership as defined in Article IV, Sections 1, 2, and 3. there shall be another, **volitional**, membership, made up of those who have initiated membership by signing a membership request form and whose names are, then, on record. Only these **volitional members** may vote in the event that LTNA might take a position on any political issue (Support or oppose any candidate for office, support or oppose any action of the City government, e. g. zoning regulations, etc.) In these situations, voting is by individual, **volitional** member only, not by family or household and payment of the membership fee is not required for voting.

Amendment 2 of the By-Laws, November 2023: As all Officers of LTNA are volunteers, exceptions may be made in the terms of office when there are no member volunteers available.

Amendment 3 of the By-Laws, November 2023: A member or members may request an audit of the LTNA Accounts at any time.

Donald E. Voth, Interim President,

4323 Balcon Ct., NW, 87120, 505-792-0182, _____ Date _____

Camilla Moses, Vice President

4324 Balcon Ct., NW, 87120, 505-899-4117, _____ Date _____

Frank Pena, Treasurer

4335 Balcon Ct., NW, 87120, 505-980-7153, _____ Date _____

Karen Pena, Secretary

4335 Balcon Ct., NW, 87120, 505-269-3090 _____ Date _____

LTNA Map

(South of the corner of Golf Course Road and Paseo del Norte)

