**BYLAWS OF THE OLD JEFFERSON CRIME PREVENTION**

**AND IMPROVEMENT DISTRICT**

**ARTICLE I – NAME AND AUTHORITY**

The name of this organization shall be the Old Jefferson Crime Prevention and Improvement District (“District”) and it shall be governed by a Board of Commissioners (hereinafter the “Board”). The District was created by Act No. 106 of the 2022 Regular Session of the Louisiana Legislature and is a political subdivision of the State of Louisiana.

**ARTICLE II – PURPOSE**

Section 1: The purpose of the District shall be to aid in crime prevention, add to the security of the District residents by providing for an increase in the presence of law enforcement personnel in the District, and serve the needs of the residents of the District by funding beautification and improvements for the overall betterment of the District.

Section 2: The District shall have the powers and duties conferred upon it pursuant to Louisiana Revised Statuses (“La RS”) 33:9097.35(D).

**ARTICLE III – GOVERNANCE**

The governance of the Board shall be provided by La RS 33:9097.35(D), and the powers and duties of the Board shall be as provided by La RS 33:9097.35(E).

**ARTICLE IV – OFFICERS**

Section 1: The Board shall elect from among its members the following officers: Chairman, Vice Chairman, Secretary, Treasurer, and such other officers as it may deem necessary.

Section 2: Officers shall serve terms for the length of their 4-year appointment, and until their successors are elected. The terms of officers can only be modified through an approval vote from the board, with at least 5 out of 7 members supporting the adjustments.

Section 3: Officer positions vacated due to expiration of a sitting member’s term require board approval vote to fill this position after the member position is filled. Members re-appointed to the board shall be eligible for re-election to the Officer position.

Section 4: An approval vote of the board shall be required to fill a vacancy in any officer position for the remaining duration of the unexpired term. The election shall be at the first regular meeting of the Board held more than ten (10) days after members are notified of the vacancy.

**ARTICLE V – DUTIES OF THE OFFICERS**

Section 1: The Chairman shall, subject to the direction and supervision of the Board, be the chief executive officer of the District. He/she shall preside over all meetings of the Board. He/she shall have all the general powers and duties which are normally vested in the office of the Chairman of an organization, including but not limited to the power to appoint committees from among the members from time to time as may be determined by the Board to be appropriate to assist in the management of the affairs of the District.

Section 2: The Vice Chairman shall assist the Chairman and shall perform such duties as may be assigned by the Chairman or by the Board. In the absence of the Chairman, the Vice Chairman shall have the powers and perform the duties of the Chairman.

Section 3: The Secretary shall keep the minutes of all meetings of the Board. The secretary shall have charge of all books, papers, and records as the Board may direct; and shall, in general, perform all duties incident to the office of secretary, and such other duties as may from time to time be assigned by the Chairman or by the Board.

Section 4: The Treasurer shall be responsible for maintaining records of the funds of the District and shall cause said funds to be deposited in a bank or banks selected by the Board, of which funds may be drawn as prescribed by the Board. The Treasurer shall see that the financial records of the Board are properly maintained and present a budget status and financial report at each regular meeting. The Treasurer is responsible for assisting and making recommendations to the Board regarding an adequate system of internal audit and control and preparing statements of account that show the financial position of the district at each Board of Commissioners meeting.

Section 5: No contract or agreement shall be approved by the Board or its Officers without the approval of a majority of the commissioners.

Section 6 - The Board shall be required to carry Directors' and Officers' Liability Insurance. The premium for such insurance shall be paid by the District.

**ARTICLE VI – MEETINGS**

Section 1: Board of Commissioner meetings shall be held in person and open to the public as required by La RS 42:14. Meetings of the Board shall be held not less than quarterly, at a time and location determined by the Board at the first meeting of each calendar year. Notice of the dates and locations of meetings for each calendar year shall be made available to the public as required by La RS 42:19. The **r**ules and regulations of the Board relative to the notice and conduct of meetings shall conform to applicable provisions of the Louisiana Open Meetings Law.

Section 2: Special meetings of the Board may be called by the Chairperson or by request (written or electronic) of at least three (3**)** commissioners. The call of any special meeting should be sent to members at least five (5) calendar days in advance of the special meeting.

Section 3: Emergency meetings of the Board may be called by an officer of the Board and shall be limited to handling only those items related to the emergency.

Section 4: Public comment of up to five (5) minutes per person will be allowed prior to adjournment of all meetings.

**ARTICLE VII – COMMITTEES**

Committees may be created by a majority vote of the commissioners at any regular meeting of the Board. The Chairperson shall appoint all members of any committee.

**ARTICLE VIII – PARLIAMENTARY AUTHORITY**

A relaxed version of rules contained in the current edition of ***Robert’s Rules of Order Newly Revised*** shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt, and any statutes applicable to the District that do not authorize the provisions of these bylaws to take precedence. The Chairman may, at any time, may revoke the relaxed rules, enacting full compliance with the current edition of ***Robert’s Rules of Order Newly Revised***.

**ARTICLE IX – AMENDMENT OF BYLAWS**

These bylaws may be amended by a two-thirds (2/3) vote of the commissioners present at any regular meeting of the Board, provided that written notice of such proposed amendment has been delivered to members at least ten (10) days in advance of the meeting at which they are to be considered.

Board of Commissioners

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Scott Cormier - Chairman Narendra Vora – Vice Chairman

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Rhonda Barber - Secretary Monty McNutt - Treasurer

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Erica Pippen Al Whitehead

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Thomas Patterson

Adopted on this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_, 2024.

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Rhonda Barber - Secretary