

BYLAWS OF THE DEL WEBB MIREHAVEN NEIGHBORHOOD ASSOCIATION

Article I - Name

This organization shall be known as the Del Webb Mirehaven Neighborhood Association, hereinafter referred to as the Association.

Article II - Purpose and Boundaries

- 1) The purpose of the Association shall be to benefit members residing within the boundaries described below in order to protect and enhance property values and safety in the neighborhood. These boundaries do not overlap any boundaries of any existing recognized Neighborhood Association, as confirmed by the City of Albuquerque Office of Neighborhood Coordination.
- 2) The boundaries of the Association within the City of Albuquerque, New Mexico are as follows:
 - Bounded on the West by Cebolla Creek Way, to the back of lot lines and Petroglyph National Monument.
 - Bounded on the North by Granite Mountain Loop, Wind Caves Way, Woods Wash Trail, Bates Well Lane, to the back of lot lines and Petroglyph National Monument.
 - Bounded on the East by Bates Well Lane and Wind Caves Way, to the back of the lot lines.
 - Bounded on the South by Mirehaven Parkway and Cougar Creek Lane to the back of the lot lines.

Article III - Membership

Section 1. Membership is open to all individuals (including renters) who live, own property, or own a business within the boundaries of the Association, as stated in Section 14-8-2-3(B)(2) of the Neighborhood Association Recognition Ordinance (NARO). There shall be two types of membership in the Association. These shall be known as Resident Members and Business Members.

Section 2. To participate in the Association, Residents and/or Businesses shall provide affirmation of membership by submitting a membership form with name and address, and an email address if electronic notification of meetings and Association news is desired. Membership shall continue until such time as the member requests to have their membership removed from the Association roles, or the member no longer lives within the Association Boundaries.

Section 3. A Resident Membership is limited to adults who reside full time and/or own Property within the area specified for this Association.

Section 4. A Business Membership shall be limited to any business which operates within the Association boundaries. The primary business location must be within the area specified for this Association.

Section 5. The President of the Board of Directors shall designate a member of the Board to maintain a list of current Association members. This list will be used to confirm voting status at general membership meetings.

Section 6. The Association shall allow ongoing Membership enrollment throughout the year.

Article IV – Financial Status

Section 1. The Association is a 501(c)(3) recognized by the Internal Revenue Service (IRS) as a tax-exempt public charity.

Section 2.. The Association fiscal year shall coincide with the calendar year.

Section 3. Donations are welcomed to support the work of the Association.

Section 4. There is no requirement to pay dues to become a member.

Article V - Voting

Section 1. Membership in the Association is required in order to vote.

Section 2. Every member may cast one vote on any question and participate in any election before the Association.

Section 3. All questions to be voted upon by the general membership will be decided by a vote of a majority of the members present at any meeting of the membership voting in favor or against.

Section 4. All questions to be voted upon by the Board of Directors will be decided by a vote of a majority of the Directors present and voting in favor or against, provided that at least a majority of the Board is in attendance.

Article VI - Board of Directors; Officers

Section 1. A Board of Directors shall be the governing body of the Association and shall consist of an odd number not less than three or more than nine members of the Association. The Board of Directors shall be elected by the general membership at the Annual Meeting. Board member terms shall be two years and shall be staggered, except for the initial and temporary Board, whose members hold office until election of Board members by the general membership at the first Annual Meeting.

Section 2. Board of Director Nominations:

- a. Nominations will be accepted to the Board of Directors at the Annual Meeting in March of each year.
- b. The nominees must be members and live, own property, or own/operate a place of business within the boundaries of the Association as stated in Article II.

c. A vote will be taken during the Annual Meeting to accept nominees to the Board of Directors.

Section 3. Officers of the Association may include a President, Vice President, Secretary, Treasurer, and any such other officers as determined by the Board of Directors. Officers shall be chosen by the Board at their first meeting immediately following the Annual Meeting.

Section 4. Officers shall hold one-year terms.

Section 5. Only members of the Board of Directors shall be eligible to be officers of the Association.

Section 6. Vacancies occurring in any office shall be filled for the unexpired term by a majority vote of the Board of Directors.

Section 7. Any elected officer may be removed from office by a majority of the membership, provided that notice of the intent to remove shall be furnished to subject officer in writing at least five (5) days prior to the meeting at which such action is to be discussed.

Article VII - Duties of the Officers

The duties of the officers shall include but not be limited to the following:

Section 1. Duties of the President: The President shall be the chief executive officer of the Association and shall in general supervise all the business and affairs of the Association between meetings of the Board of Directors. The President shall preside at all meetings of the Board of Directors and the General Membership meeting. The President shall, with the approval of the Board of Directors, appoint all standing and special committees and shall be Exofficio member of all the committees. 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.

Section 2. Duties of the 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, resignation, or removal from office of the President until such-time as a successor to the President shall be appointed.

Section 3. Duties of the Secretary: The Secretary shall keep minutes of all meetings of the Board of Directors, general membership meetings and shall keep all records of the Association and give notice of all meetings as directed. The Secretary shall perform all other duties incidental to the office of the Secretary or as required by the President or the Board of Directors.

Section 4. Duties of the Treasurer: The Treasurer shall collect all monies donated to the Association and shall deposit all funds of the Association into a bank account set up by the Board of Directors. Every check issued from the Association account shall bear the signature of at least one Officer of the Association. The Treasurer shall ensure that all bills approved by the Board of Directors are paid and shall keep a written account of all expenditures and retain all receipts. The Treasurer shall present a financial statement at every Board of Directors meeting and every general membership meeting. Copies of these reports shall be available for inspection every general meeting. The Treasurer shall be responsible for timely filing of all required State and Federal reports.

Article VIII - Committees

Section 1. The Board may establish necessary committees at any meeting.

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

Article IX - Meetings

Section 1. Robert's Rules of Order shall govern the Association except where in conflict with these by-laws.

Section 2. The Board of Directors shall meet as necessary, but at least quarterly, to conduct the business of the Association, at such time and place as determined by its members. All Board members will be notified of meetings times and places.

Section 3. Regular meetings of the general membership shall be held in March and September. The general membership meeting held in March shall be known as the Annual Meeting.

Section 4. The Association will make reasonable attempts to give prior written notice of all general membership meetings to Association members by email. In addition, notice of general meetings will either be posted on the Association's website, placed in the neighborhood newsletter emailed to all residents, a number of posted signs, or any combination thereof. General membership meetings shall be open to all residents living within the Association boundaries subject to available seating. Only residents who have elected to become Association members may vote at the general membership meetings.

Section 5. The Annual Meeting shall be for the purpose of electing Board Members and receiving any Annual Reports of Officers and Committees and any other business as determined by the Board. No election shall be held at a meeting of the Association unless it is advertised as in Section 4.

Section 6. Special meetings of the General Membership may be called by a majority of the Board of Directors, 30% of the membership, or the President. The President shall set the meeting within fifteen (15) days and the Secretary shall give notice of any such meeting.

Section 7. The Board of Directors has the option of requiring written ballots with proof of membership.

Section 8. No member of the Association may vote by proxy.

Article X - Monetary Matters

Section 1. 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.

Section 2. In the event of the dissolution of the Association, the Board of Directors, after payment of all liabilities of the Association, shall dispose of the remaining assets of the Association by refund to its members or by donation to an organization with a similar


purpose as stated in Article II.

Article XI – Amendments

These by-laws may be amended at any regular or special meetings of the general membership by two thirds (2/3) vote of those in attendance. The membership shall be notified ten (10) days in advance of the meeting that amendments will be entertained at that meeting.

2024 Del Webb Mirehaven Neighborhood Association By-laws

I certify that the foregoing by-laws were adopted and ratified by the members of the Del Webb Mirehaven Neighborhood Association and by the Board of Directors at a meeting held on the 29th day of September 2024.

 10-7-24
Signature Date

Alison F. Dabney, President
Printed Name

 10/7/2024
Signature Date

John F. Newell, Vice President
Printed Name