

BY-LAWS  
WHALLEY/EDGEWOOD/BEAVER HILL  
COMMUNITY MANAGEMENT TEAM

ARTICLE I – STATEMENT OF PURPOSE

To improve the quality of life, to reduce crime, to improve the safety of the District 10 Community, hereby known as the Whalley/Edgewood/Beaver Hill Community Management Team, through the integration of neighborhood groups, institutions and individuals working in partnership with the Department of Police Services and other City departments.

ARTICLE II – MEMBERSHIP

Membership in the Whalley/Edgewood/Beaver Hill Team shall be open to neighborhood residents, businesses and recognized neighborhood organizations as defined by the Whalley/Edgewood/Beaver Hill Management Team,.

A. Member Organizations

As defined by the Whalley/Edgewood/Beaver Hill Team, a member organization shall be an active group of six (6) or more people.

B. Voting Members :

1. Each member organization shall be permitted to designate one voting member and two alternate voting members at large.
2. An individual shall be permitted to vote providing she/he attends at least three (3) meetings within a six (6) month period. The individual shall be responsible for notifying the Membership Committee when he or she fulfills their voting requirements.

C. Non-Voting Members

Non-residents, employees of the Police Department, City Personnel and Fighting Back Networkers shall not be a voting member. However, they may serve as ex-officio, nonvoting members.

ARTICLE III – OFFICERS

- A. The Whalley/Edgewood/Beaver Hill Management Team will elect annually from among its members, a chairperson, vice-chairperson, treasurer and secretary. This group of officers shall function as the Whalley/Edgewood/Beaver Hill Management Team's Steering Committee. The Steering Committee shall represent the diversity of the Whalley/Edgewood/Beaver Hill Management Team and therefore shall not contain more than one member from any member organization. No officers can be elected to the same position for more than two consecutive terms.
- B. The Chairperson of the Whalley/Edgewood/Beaver Hill Management Team will preside at all meetings and will with the assistance of the Steering Committee, prepare the agenda for all Whalley/Edgewood/Beaver Hill Management Team meetings and will, unless otherwise determine by the Steering Committee, act as the Whalley/Edgewood/Beaver Hill Management Team's representative. The Chairperson will do and perform such other duties as may be assigned by the Whalley/Edgewood/Beaver Hill Management Team members.
- C. The Vice-Chairperson of the Steering Committee will preside at meetings in the absence of the chairperson and will generally assist the chairperson in the performance of his or her duties and exercise the powers of the chairperson during his or her absence. The Vice-Chairperson will perform such other duties as may be assigned to her or him by the Whalley/Edgewood/Beaver Hill Management team.
- D. The Secretary will be responsible for the content of the minutes of Whalley/Beaver Hill Management Team meetings and their distribution to Whalley/Beaver Hill Management Team members, and will preside at meeting in the absence of the Chairperson and Vice Chairperson.
- E. The Treasurer will be responsible for fiscal oversight. The Treasurer will review (or maintain) financial records, collect any moneys raised by the group, and present financial reports at each meeting.

#### ARTICLE IV - ELECTION OF OFFICERS

Officers will be elected at the Annual Meeting of the Whalley/Edgewood/Beaver Hill Management Team which will be held the first Tuesday in May. Officers will serve for a term of one year.

The Chairperson will with the approval of the Whalley/Edgewood/Beaver Hill Management Team appoint a Nominating Committee.

#### ARTICLE V - MEETINGS

- A. Conduct of meetings shall be governed by Roberts Rules of Order.
- B. Whalley/Edgewood/Beaver Hill Management Team's Statement of Purpose shall be read by the Chairperson or other presiding officer at the outset of each meeting.
- C. The first yearly meeting of the Whalley/Edgewood/Beaver Hill Management Team will be held at 7:00 PM on the first Tuesday in May of every year. This meeting shall be designated as the Annual Meeting of the Whalley/Edgewood/Beaver Hill Management Team.
- D. The Whalley/Edgewood/Beaver Hill Management Team will meet as such times and places as it may from time to time designate, provided, however, that meetings shall be scheduled no less than ten times per year.
- E. Special meetings may be called by the Chairperson for consideration of emergency matters to be noted in the call for the meeting. In addition, the chairperson will call a special meeting at the written request of two or more members of the Whalley/Edgewood/Beaver Hill Management Team within ten days of such request
- F. Seven (7) voting members shall constitute a quorum. A quorum being the minimum number of voting members required to be present before an issue can be brought to a vote The quorum size of seven (7) represents the average number of members in attendance at Whalley/Edgewood/Beaver Hill Management Team meetings based on the current number of organizations and/or groups represented by the Whalley/Edgewood/Beaver Hill Management Team. This number will be adjusted overtime to reflect increases or decreases in membership

Where a quorum is present a simple majority will rule

#### ARTICLE VI - SUBCOMMITTEES

- A. Unless otherwise specifically authorized, the power of subcommittees shall be advisory and limited to making recommendations to the full Whalley/Edgewood/Beaver Hill Management Team.
- B. Both standing and ad-hoc subcommittees will be appointed by the Steering Committee with the approval of the Whalley/Edgewood/Beaver Hill Management Team.
- C. Subcommittee chairpersons shall be designated by the members of the Subcommittee (ad hoc or standing).

#### ARTICLE VII - AMENDMENTS

These By-Laws may be amended or repealed by a majority of the total membership at any stated meeting of the Whalley/Edgewood/Beaver Hill Management Team provided written notice of the proposed amendment will have been given to each member at least thirty (30) days prior to such meeting