

ROUNTREE NEIGHBORHOOD ASSOCIATION BYLAWS

Adopted March 18, 2003
Amended December 16, 2003
Amended September 21, 2004
Amended Sept. 22, 2009
Amended April 16, 2013
Amended July 16, 2013
Amended January 16, 2016
Amended January 17, 2017
Amended April 23, 2019
Amended April 15, 2025

Mission Statement:

As residents and property owners of the Rountree Neighborhood, we are committed to maintaining and fostering the character and quality of both the physical environment and neighbor-to-neighbor relationships that contribute to making our center city neighborhood a desirable and comfortable place to live.

Article I: Purpose

The Rountree Neighborhood Association (RNA) is organized to maintain the aesthetic qualities and the overall quality of life within the Rountree Neighborhood. The specific functions of the neighborhood organization will include, but will not be limited to, community support, social activities, improvement of quality of life, communication with the city of Springfield regarding neighborhood events and activities, neighborhood improvements, neighborhood preservation and implementing the neighborhood plan and the Urban Conservation District.

Article II: Boundaries

The RNA will cover all land contained within the following boundaries: Elm Street on the north (including properties both on and north of Elm up to the back of those houses that face Walnut), Glenstone Avenue on the east (including the West side of Glenstone), Catalpa Street on the south (north side of Catalpa only), and National Avenue on the west (including the East side of National). Within the RNA boundary is another boundary for the Rountree Urban Conservation District Neighborhood Plan. Boundary maps can be found on the City of Springfield website at www.springfieldmo.gov

Article III: Members

General membership in the RNA shall be open to all residents, business owners with businesses having their principal place of business located within the RNA boundaries, and property owners

within the RNA boundaries. Property owners shall be entitled to one membership only regardless of the number of properties owned. General members who are eighteen years and older may become voting members of the RNA through the payment of annual dues of \$10 per individual, \$25 per family, and \$45 per business. Each paying member will be entitled to one vote on any given issue. Family memberships shall be limited to those household members within the same immediate family and household and each family member over the age of 18 shall be entitled to one vote on any given issue. Those holding multiple memberships (i.e. an individual or family membership and a business membership) shall be entitled to one vote on any given issue. The RNA membership shall consist of the Executive Board, the Board, and the general membership. Membership Dues shall be due annually on January 1 of each year regardless of when dues are paid. Membership shall run January 1 to December 31 of each year.

Article IV: Meetings

General meetings of the RNA will be held quarterly (January, April, July and October) on the third Tuesday of the month at 7:00 p.m. at such place as the RNA announces. The Board will meet every month on the third Tuesday of the month at locations to be announced. These meetings shall be open to the general membership. Special meetings may be called when necessary. A majority of the Board must be present to constitute a quorum and conduct official business. The date, time, location and agenda of the general meeting shall be posted in the newsletter (if any) distributed just prior to the meeting. Official business may be conducted with the members present.

Article V: Officers

The Executive Committee of the Board of the Rountree Neighborhood Associations shall consist of a duly elected: Chairperson, Vice-Chairperson, Secretary, and Treasurer. The Board shall consist of the Executive Board and two to three members at large, no more than one of which may be a business member and the remainder shall be residents of the neighborhood, and the neighborhood watch captain, and the Past Chairperson/President. The Executive Board may, at its discretion, appoint a Business District Representative from the Cherry and Pickwick Business District. Any Business District Representative appointed by the Executive Board must be a resident of Rountree and shall serve as a Board Member. The Executive Board may, at its discretion, appoint a Neighborhood Advisory Council Representative. Any Neighborhood Advisory Council Representative appointed by the Executive Board must be a resident of Rountree and shall serve as a Board Member.

The Chairperson shall be the chief operating officer of the RNA and shall preside over meetings of the executive board, the board and the general membership. This individual will also be a member of all committees. The Vice-Chair will serve the same purpose in the absence of the Chair. The Secretary shall record minutes of each meeting and shall, with the Chairperson, develop the agenda for each upcoming meeting as well. The Secretary will also hold the records of the RNA. The Treasurer shall have the responsibility of overseeing the financial matters of the RNA. Each officer shall be elected to a one-year term. The prior year Chair shall remain a member of the Board

for at least the year following his or her Chairmanship and may remain in that position as Past Chair if the position would otherwise remain vacant.

In the event there is a vacancy on the board, the remaining Board Members may appoint a member in good standing to fill the vacancy for the remainder of the then current term.

Article VI: Elections

Officers will be nominated by a nominating committee selected by the Chairperson and elected by a simple majority vote of the general membership present at the first general meeting of each calendar year.

Article VII: Committees

Committees may be formed by the Chairperson or the Executive Board to pursue particular issues and to solve individual problems. Committee meetings shall be closed unless the Committee Chair, at his or her discretion, finds good cause to open the meeting(s). The Committees shall report to the Board. The Board shall report Committee findings to the general membership. Proposed changes or amendments to the budget and/or bylaws shall be presented to the general membership.

Article VIII: Block Captains

Block captains may be appointed by the Chairperson and/or the Executive Board to disseminate information to their particular area of the neighborhood, as well as to relay concerns of their area to the RNA.

Article VIV: Amendments

These by-laws may be amended or repealed by a simple majority vote of the general membership present at a general membership meeting.

Article X. Social Media Committee

A Social Media Committee appointed by the Chairperson shall be authorized to operate such social media sites (Facebook, Instagram etc.) and website as it approves under such terms as the Social Media Committee deems appropriate.

Article XI. Membership Status and Code of Ethics, Tenets of Civility

The Board has adopted a Code of Ethics and 10 Tenets of Civility, a copy of which shall be provided to any member upon request. The Code of Ethics is applicable to the Board and those

attending any meeting of the Board. The Board may remove a Board member for cause as set forth in the Code of Ethics and Tenets of Civility.

Article XII. Policy and Procedures

The Board shall strive to conduct meetings utilizing the principles of Parliamentary Procedure. In the event of a dispute as to a procedure, the Board shall utilize Robert's Rules of Order as the guide for resolving the dispute.