

Constitution  
of the  
Lincoln Hill  
Neighborhood Association

Adopted  
April 29, 2002

## **Article 1**

The name of the association shall be the Lincoln Hill Neighborhood Association (LHNA).

## **Article 2**

### **Mission Statement**

The Lincoln Hill Neighborhood Association is committed to improving the Lincoln Hill community through promoting a sense of neighborhood unity and pride, by increasing the percentage of owner-occupied homes, by encouraging beautification efforts that improve the physical condition of the neighborhood, and by marketing the benefits of Lincoln Hill to the Syracuse community. We will work to improve property values of the neighborhood by acting as an information resource for current and potential homeowners about the programs and resources available for improving their properties and the neighborhood as a whole. The Association will work in partnership with government agencies to achieve neighborhood goals.

## **Article 3**

### **Membership**

Membership shall be open to those who support the above Mission Statement concerning the Lincoln Hill Neighborhood. Membership privileges may be denied to any association member who has not paid dues by March 1<sup>st</sup>.

## **Article 4**

### **Neighborhood Association Boundaries**

The Lincoln Hill Neighborhood is bound by and includes the following streets:

south side of James Street,  
both sides of Teall Avenue,  
north side of Burnet Avenue,  
both sides of Elm Street, and  
both sides of Lincoln Park Drive  
both sides of Sedgwick Street to James Street

## Article 5

### Officers

A. The officers of this association shall be:

President

Executive Vice President

Vice President for Marketing

Vice President for Housing

Vice President for Neighborhood Management

Vice President for Membership

Vice President for Recording and Correspondence

Treasurer.

B. The President shall call all meetings of the Association, prepare an agendas and preside at all meetings of the Association except those assigned to other officers. The President shall appoint all committees and shall serve in an ex officio capacity on all LHNA committees.

C. The Executive Vice President shall serve in the absence of the President and perform duties as directed by the President.

D. The Vice President for Marketing shall chair the Marketing Committee and report to the Executive Board and the membership regarding committee activities and its recommendations.

- E. The Vice President for Housing shall chair the Housing Committee and report to the Executive Board and the membership regarding committee activities and its recommendations.
- F. The Vice President for Neighborhood Management shall chair the Neighborhood Management Committee and report to the Executive Board and the membership regarding committee activities and its recommendations.
- G. The Vice President for Membership shall keep a current and accurate list of all members.
- H. The Vice President for Recording and Correspondence shall take minutes of all LHNA meetings and make minutes available to members.
- I. Treasurer shall make recommendations concerning the financial status of the Association and keep a complete and accurate accounting of all financial matters.

## **Article 6**

### **Executive Board**

- A. The Executive Board shall be composed of the officers, the immediate Past President, and five Directors, all elected from within the neighborhood *boundaries* as outlined in Article 4. The Board shall consist of 14 members. A minimum of 9 members will be resident homeowners; the remaining positions may be made up of property owners, residents, or business owners.
- B. The Board shall be the policy making body of the organization. In addition, it shall make recommendations for agenda items, handle items on an emergency basis, approve a budget, set dues, and fill all vacancies.

## **Article 7**

### Nominations and Election of Officers

- A. The Nomination Committee shall be appointed by the President. The committee shall oversee the election process and present the candidates for office to the membership at least two weeks prior to the date that the election will be held.
- B. A candidate for a specific office must submit an official petition with the signatures of at least 10 Association members to the Nominating Committee as outlined in the Election Procedures.
- C. The Officers and Directors shall be elected at the May meeting. Voting shall be one vote per member.
- D. The term of office shall be two years, July 1 through June 30.
- E. Vacancies shall be filled by the Executive Board.

## **Article 8**

### Meetings

General Membership Meeting shall be held quarterly and the Executive Board will meet once a month September through June. Special meetings may be called by a request of 6 members of the Executive Board or by a request of 20 members of the Association providing two weeks notice is given to the membership.

## **Article 9**

### Quorum

The quorum for a regularly scheduled meeting of the Executive Board or a General Membership Meeting shall be 51% of the voting members in attendance at the meeting.

## **Article 10**

### Constitutional Amendments

This constitution may be amended by a two-thirds vote at a LHNA meeting provided that notice of such amendment has been presented at least one month in advance of the meeting.

## **Article 11**

### Parliamentary Procedure

*Robert's Rules of Order, Revised* shall be the authority on all questions of procedure not specifically stated in this constitution.

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