

BONNEVILLE HILLS COMMUNITY COUNCIL  
BYLAWS

ARTICLE ONE

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CITY RECORDER

Mission, Purpose & Objectives

1.1 The mission of the *Bonneville Hills Community Council* is to involve citizens in identifying issues, plans, and projects that enhance the beauty, safety, vibrancy, and human-scale character of Bonneville Hills neighborhoods, businesses, and historical and natural resources. The council sponsors, supports, and provides a voice on such issues to governing bodies, public and private service agencies, the community at large and any other organization or individual that may directly affect the vitality of the Bonneville Hills area and its residents.

1.2 Purpose & Objectives Are:

- a. A non-profit Corporation under the laws of the State of Utah named Bonneville Hills Community Council.
- b. Educate the community about issues and activities concerning the Bonneville Hills and surrounding areas.
- c. Encourage involvement of neighbors through monthly meetings, volunteerism, street fairs, and other community events including block parties.
- d. Encourage the improved walkability of neighborhoods by having maintained sidewalks and drainage systems, more trees, maintained yards and gardens and improved lighting.
- e. Encourage places that support relationships among residents, including small business, coffee shops and clean recreation areas.
- f. Support an adequate number of law/safety officers to meet the needs of the community, in combination with crime prevention programs and citizen involvement.
- g. Support historic preservation.
- h. Support the increased maintenance and enhanced improvements of parks and areas that are for the multiple uses of all residents.
- i. Promote neighborhood involvement for well thought out traffic control and planning, and utilization of public transportation.
- j. Plan today for the residents of tomorrow
- k. Provide a common voice for the residents of the Bonneville Hills area of Salt Lake City, before elected governing bodies, service agencies, public and private, the community at large, and other organizations and/or individuals, concerning community issues.
- l. Disseminate information to the Bonneville Hills area residents about events and issues that directly affect the life of the Bonneville Hills area and individual residents thereof.
- m. To preserve and improve the business, residential, recreational areas and facilities of the Bonneville Hills area.

ARTICLE TWO

Membership

2.1 Membership shall be open to any resident, property owner, or owner of licensed business operating in the Bonneville Hills Community, which is situated within the following boundaries: 1300 South; 1700 South; 1900 East; Foothill Drive

2.2 A person shall cease to be a member of the Council if that person (a) resigns in writing or (b) ceases to be a resident or property owner in the Bonneville Hills Community

2.3 No person shall be denied membership in the Council on the basis of race, color, sex, religion, ancestry or national origin.

### ARTICLE THREE

#### Meetings and Voting

##### 3.1 Meetings and Voting

3.1 The Council shall meet on the forth Thursday every three month, unless otherwise agreed in advance at a prior monthly meeting. The Council shall send a notice of each meeting and a copy of the planned agenda to no fewer than those members who have registered with the Council in writing. However, to the extent that it is financially feasible and approved in the Council's annual budget, the Council will send the notice and agenda to every household within the Council's boundary.

3.2 Special meetings of the Council may be held at any time, at a time and place designated by the Chair. The Chair shall give members at least one week notice of the date, time, place, and purpose of the special meeting.

3.3 The members of the Council present at any given membership meeting shall constitute a quorum for the transaction of business. All matters coming before any meeting of the Council shall be determined by majority vote of the members present. There shall be neither absentee nor proxy voting.

3.4 The agenda for the monthly meetings of the Council shall provide time for reports from standing and ad hoc committees of the Council and other matters as the Chair of the Council deems appropriate. The agenda of all meetings, including special meetings, shall be reasonably related to those matters of which notice has been given in accordance with section 3.2 of these by-laws, but may include matters of interest to the Bonneville Hills Community Council, which are of an emergency nature, or for which a deadline has been imposed, so that expedited discussion is warranted.

3.5 Unless otherwise specified, any notice of the proposed agenda required by any provision of these by-laws shall be given by mail as provided in section 3.1.

3.6 The Council Chair shall preside at all meetings of the Council. In the absence of the Chair, the Vice Chair shall preside and, in the absence of both the Chair and Vice Chair, the presiding officer shall be appointed by the Chair. If the designated presiding officer fails to appear, the presiding officer for that meeting shall be selected by a majority of the members present.

3.7 All meetings shall be held in compliance with the Open Meeting Laws of the City and the State of Utah and the Americans with Disabilities Act.

## ARTICLE FOUR

### Officers

4.1 The officers of the Council shall be the Chair, the Vice Chair, the Treasurer, and the Secretary.

4.2 The Chair shall preside at all meetings of the Council and of the Executive Board. Except as otherwise specifically provided in sections 6.2 and 7.1 of these by-laws, the Chair shall appoint the Chairs of all committees of the Council. The Chair shall plan and supervise the activities of the Council, subject to the direction and approval of the Executive Board. The Chair shall keep the Executive Board informed of the activities of the Council and shall implement decisions of the Executive Board.

4.3 The Vice Chair shall assist the Chair in the performance of the Chair's duties to the extent the Chair requests. In the absence of the Chair, the Vice Chair shall perform the Chair's duties.

4.4 The Treasurer shall administer the funds of the Council and be answerable to the Executive Board and Council. The Treasurer shall give an annual accounting of the Council's financial status and present a proposed budget for the current fiscal year, to be presented at the February meeting.

4.5 The Secretary shall assist the Chair and Vice Chair in the performance of their duties to the extent requested. The Secretary shall keep a true record of the proceedings of all meetings of the Council and of the Executive Board and of the Council membership.

4.6 Every three years, at the November meeting, the Vice Chair, Treasurer, and Secretary shall be elected as provided in Article Seven of these by-laws. If at that meeting, there is no one to succeed to the office of Chair, a Chair shall be elected by a vote of the majority of members present at the meeting.

4.7 The Vice Chair shall succeed to the office of Chair at the adjournment of the December meeting immediately following the November meeting where elections took place.

4.8 The Chair, Vice Chair, Treasurer, and Secretary shall serve from the adjournment of the December meeting for three years.

4.9 If a vacancy occurs in the office of Chair, the Vice Chair shall become Chair for the balance of the term and shall then serve the regular term as Chair. If there is no Vice Chair to fill such vacancy, the Executive Board shall appoint a Chair Pro Tem to fill the unexpired term of the Chair.

4.10 If a vacancy occurs in the offices of Treasurer or Secretary, the Executive Board shall appoint a Council member to serve until the following November meeting.

## ARTICLE FIVE

### Executive Board

5.1 The Executive Board shall consist of the officers of the Council, the immediate past Chair of the Council, and ideally no fewer than six people from the Bonneville Hills area.

In the event sufficient volunteers do not come forward to serve, the Executive Board is nonetheless empowered to conduct the business of the Council as herein provided. The members of the Executive Board shall be elected at the November meeting as provided in Article Seven of these by-laws. If a vacancy occurs on the Executive Board, the Executive Board may appoint a Council member to fill the position until the following annual election.

5.2 The Executive Board shall direct the affairs of the Council by providing informal input and feedback to those who seek to bring matters before the Council, and by otherwise acting as expressly provided in these by-laws. It shall hold at least one regular quarterly meeting, at a time and place designated by the Chair, and may meet at other times at the call of the Chair. The Chair shall give the members of the Executive Board reasonable notice of any meeting.

5.3 The Council or the Executive Board may authorize the appointment of individuals or committees to accomplish the purposes of the Council. Such appointments shall be made by the Chair.

5.4 All matters before the Executive Board shall be determined by a majority vote of the members of the Board present at the meeting. There shall be neither absentee nor proxy vote.

## ARTICLE SIX

### Committees

6.1 The Chair or the Executive Board may decide from time to time what standing committees will benefit the Council in achieving its goals within the Bonneville Hills Community, and may also direct the creation of ad hoc committees, as the occasion may require.

6.2 The Chair has discretion to appoint the members of any committee or to delegate appointment of the members to the Chair of that committee.

6.3 At the September meeting of each year, the Chair shall appoint a nominating committee which shall have the powers and duties identified in Article Seven of these by-laws.

6.4 The Chair of each committee shall submit, upon request by the Chair, a short oral report of the committee's activities at the monthly Council meetings.

## ARTICLE SEVEN

### Nominations and Elections

7.1 Nominations for officers and Executive Board members shall be made by the Nominating Committee. The Nominating Committee shall consist of the immediate past Chair, the Chair-elect, and three members of the Council appointed by the Chair. The immediate past Chair of the Council shall be ex officio the Chair of the Nominating Committee. No present officer or member of the Executive Board shall be appointed to the Nominating Committee, and no member of the Nominating Committee may be chosen by it as a candidate for election as officer or Executive Board Member. Notwithstanding the above, that restriction shall not extend to the Immediate Past Chair and the Chair-elect.

7.2 The Chair of the Nominating Committee shall invite the Council members by notice on the agenda mailed for the October meeting to recommend to the Nominating Committee potential nominees for officers and Executive Board members. One or more candidates may be nominated for each position to be filled by election. The Nominating Committee shall report to the Council members, as part of the November agenda, the identity of each nominee for the various positions. Currently serving Board members may be renominated.

7.3 An election shall be held at the December/January meeting. The Chair of the Nominating Committee or that Chair's designated representative, shall present from the floor the committee's nominees for all positions to be filled by election. Any council member may nominate from the floor another candidate for any position to be filled by election. No nomination from the floor may proceed unless the individual nominated is present and agrees to the nomination.

7.4 If more than one candidate is nominated for any of the positions to be filled, the election for that position shall be by written ballot and shall be decided by a majority of the votes cast. A run-off election to choose between the two leading candidates shall be held if a majority vote is not initially obtained by any candidate.

## ARTICLE EIGHT

### Financial Management

8.1 Ultimate control and responsibility for management of the assets of the Council rests with the members of the Council. The assets of the Council shall be managed with a view to achieving the objectives set out in paragraph 1.2 of these by-laws. The Council shall not incur any debt or liability, or any combination of debts or liabilities, exceeding the net assets of the council.

8.2 The treasurer shall pay all expenses incurred in the normal operation of the council's month-to-month affairs, such as dissemination of monthly meeting agenda, rentals for facilities to hold its monthly meeting, postage for correspondence in furtherance of its objectives, expenses incurred in setting up the annual Art In The Park Fair, and other similar expenses as they may become due on a regular basis.

8.3 Requests for approval of extraordinary expenses shall be presented to the executive board and placed on the Council's monthly meeting agenda for approval by a majority of

council members in attendance. \*Extraordinary expenses\* are those which may arise from time to time outside the regular operation of the Council's affairs and which are not reflected in the Council's budget.

## ARTICLE NINE

### Amendments

9.1 These by-laws may be amended at any meeting of the Council by a majority vote of the members of the Council present at voting, provided that any proposed amendment shall first have been approved by a majority of the Executive Board and written notice of the proposed amendments made available to the Council.

Original Bylaws were adopted July 22, 1985

Last Update January 1, 2020