

**BYLAWS
OF THE
FAIRPARK COMMUNITY COUNCIL**

**RECEIVED
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CITY RECORDER**

**ARTICLE I
NAME**

The name of the organization shall be the Fairpark Community Council.

**ARTICLE II
PURPOSES**

The purposes of the Fairpark Community Council shall be:

- A. To promote community improvements and civic engagement;
- B. To act as an advocacy group for, and on behalf of, all residents of the community;
- C. To provide forums and other avenues for residents to identify and address problems and opportunities affecting the community;
- D. To preserve and enhance the neighborhoods in the community and the quality of life of residents.

**ARTICLE III
MEMBERS**

- A. Membership in the Fairpark Community Council shall be open to anyone residing or owning or operating a business within the boundaries (as established in part B of this Article) of the Council without regard to race, religion, gender, age, physical ability, national origin, sexual preference, or gender identity.
- B. The boundaries of the Fairpark Community Council for membership shall be:
 - 1. On the East – 500 West.
 - 2. On the North – 600 North curving to 700 North.
 - 3. On the West – the Jordan River.
 - 4. On the South – North Temple from the Jordan River to I-15; then to South Temple and East to include both East and West sides of 600 West.
 - 5. Also included in the Council's boundaries is the property currently occupied by the VIP Residential Community which is approximately bound on the North and East by the Jordan River, on the South by North Temple and on the West by 1460 West.
 - 6. Individuals that reside within ½ block of the above boundaries that self-identify as the Fairpark Community.
- C. Members shall be considered volunteers and not employees.

**ARTICLE IV
MEETINGS**

- A. Council shall hold regular meetings on the fourth Thursday of each month.
- B. The Council shall have a minimum of nine meetings each calendar year.
- C. The regular meeting in April shall be known as the Annual Meeting.
 - 1. In odd-numbered years, the business of the Annual meeting shall include the election of the Board of Directors, including the officers who shall comprise the Executive Committee of the Board, as defined in Article VI.
 - 2. The business of the Annual Meeting, especially in even-numbered years, may include but is not limited to, such matters as acting on proposed amendments to the Articles of Incorporation and these Bylaws, reviewing Council finances, and establishing goals and objectives for the upcoming twelve months.
- D. A minimum of ten members, as defined in Article III, shall be required to constitute the quorum required to make formal Council decisions including, but not limited to, positions on issues and actions to be taken by the Board of Directors and other members on behalf of the Council, election of members of the Board of Directors, including Officers, and amendments to the Council's Articles of Incorporation and these Bylaws.
 - 1. At any time during a meeting when ten members are in attendance, a quorum shall be declared and all business from that point on, until the number of members in attendance falls below a quorum, shall be conducted.
 - 2. While meetings are open to anyone, only members of the
 - 3. Council, as defined in Article III, may make motions from the floor and vote on motions and issues raised during Community Council meetings.

ARTICLE V BOARD OF DIRECTORS

- A. The Board of Directors manages the affairs of the Corporation with at least three (3) members, or with a number greater than three as defined in these Bylaws.
 - 1. The membership of the Board shall be no greater than seventeen (17), comprised of officers (the Executive Committee) and At-large members.

ARTICLE VI EXECUTIVE COMMITTEE

- A. The officers of the Fairpark Community Council, who shall comprise the Executive Committee, shall be members of the Council, as defined in Article III, and shall consist of a Chairperson; a First Vice Chairperson; a Second Vice Chairperson; a Secretary; and a Treasurer. The positions of Secretary and Treasurer may be combined into a single position of Secretary Treasurer. These officers shall perform the duties prescribed by these Bylaws and by parliamentary procedures adopted by the Council.

- 1) The Chairperson shall be the Chief Executive Officer of the Council. It shall be the duty of the Chairperson to act as a voice and representative reflecting the majority opinion. The Chairperson shall conduct all Council meetings and ensure an agenda is prepared.
- 2) In the event that the Chairperson is absent or otherwise unavailable to perform the prescribed duties specified in Item 1 of this Article, the other officers, in the following order, shall be called upon to fulfill the duties: First Vice Chairperson, Second Vice Chairperson, Treasurer, Secretary (or Secretary/Treasurer if the positions have been combined). The Chairperson may elect to share the duties of conducting meetings with other members of the Executive Committee on a rotating basis.
- 3) The Secretary shall keep a record of all proceedings. As a minimum, the record must reflect the attendance and the results taken at Council meetings. In addition, the Secretary shall submit all required information to the City Recorder as specified by the City Recognition ordinance.
- 4) The Treasurer shall be accountable for funds collected for Council use. Such funds shall be deposited, disbursed, and accounted for in accordance with accepted general accounting procedures. The signature of the Chairperson and a second member of the Executive Committee shall be required for each disbursement of funds.

ARTICLE VII

ELECTIONS/VACANCIES/REMOVALS

- A. All elected positions specified in these Bylaws shall be elected to serve two-year terms. A person may not be elected for more than two consecutive terms in the same office of the Executive Committee. This does not preclude a person from serving in another office nor as an At-large member of the Board of Directors. No member shall hold more than one office at a time (with the exception of a combined Secretary/Treasurer officer).
- B. In each odd-numbered year, procedures to be used for election of the Board of Directors shall be as follows:
 - a. At the regular meeting held in March of each, a Nominating Committee of at least three members shall be formed by the Council. It shall be the duty of this committee to nominate a slate of candidates, with one nominee for each Executive Committee and At-large member position, to be voted on at the Annual Meeting in April.
 - i. In addition to a slate of candidates nominated by the committee, nominations from the floor shall be permitted at the Annual Meeting.
 - ii. The Nominating Committee shall automatically dissolve upon the conclusion of the election of the new Board of Directors.
 - b. At the Annual Meeting, the chairperson of the Nominating Committee (or another member of the Committee if the Chairperson is unavailable) shall conduct the elections, presenting the Committee's nominee for each position. If the person chairing the election is a nominee for a position, another member of the Committee or the Board Chairperson shall conduct the election for that position.

- c. The election for each Board position will be voted upon separately, beginning with Board Chairperson, then First Vice-chairperson, Second Vice-chairperson, Secretary, Treasurer (or Secretary/Treasurer), and each At-large member.
- d. After each nominee of the Nominating Committee is presented, nominations from the floor will be accepted. After floor nominations are, or are not, made, the committee chairperson shall ask for a motion and a vote to close the nominating process for that position. After an affirmative vote to close the nominating process, the nominee(s), will be given an opportunity to make a brief statement.
 - i. If there is only one nominee for the position, the election may be by voice vote. If there are two or more nominees, the vote shall be by ballot. If there are more than two nominees and no one receives a majority (51 percent or more) of the ballots cast, a vote between the two nominees who received the highest number of votes in the first ballot shall be conducted.
 - ii. Ballots shall be counted by the Nominating Committee, assisted by members of the Executive Committee, and excluding anyone who is a nominee for the position being voted upon.
 - iii. In the event of a tie between two candidates, a coin toss will determine the winner.
- e. These procedures may be changed for just the election being conducted by a two-thirds vote of members in attendance at the meeting.
- f. In the event of the death, resignation, or removal of a member of the Board of Directors, the vacancy on the Board will be announced at a monthly Council meeting.
- g. A successor to complete that person's term shall be elected at the next regular meeting in accordance with these Bylaws, including nominations from the floor and voice or ballot vote(s).
- C. An officer may be removed from his or her position by a two-thirds vote of members in attendance at a regular meeting of the Council, only if the consideration of this action is announced at the prior month's regular meeting and the proposal is included in the agenda for the general meeting when the proposed removal from office is to be considered.
 - a. The officer being consider for removal shall be given an opportunity speak on his or her own behalf at the general meeting before a vote in taken.
 - b. The decision to remove an officer may be by voice vote unless a member of the Council requests a secret ballot.
 - c. Ballots shall be tallied by members of the Executive Committee, excluding any person under consideration for removal.

ARTICLE VIII COMMITTEES

- A. There are no Standing Committees established.
- B. Special Committees, comprised of members, may be appointed by the Chairperson, or the officer acting in his or her stead as permitted in these Bylaws, to carry out specific tasks and to address pertinent issues and concerns.
 - a. The Chairperson may also designate a member of a Special Committee to convene and/or chair the Special Committee.

- C. Special Committees shall hold no other power than advisory and must submit any recommendations to the Council for appropriate action.

**ARTICLE IX
CONDUCTING THE MEETING**

- A. Rules and procedures governing the conduct of the General meeting shall be voted upon and approved by the Council in the annual meeting. If the Council determines a rule needs to be amended, the Chairperson may accept a motion to modify the rule, enacted by vote of the Council.

**ARTICLE X
AMENDMENT OF BYLAWS AND ARTICLES OF INCORPORATIONS**

- A. These Bylaws and the Articles of Incorporation of the Council may be amended at any regular meeting of the Council by two-thirds vote, provided that amendments have been submitted in writing at the previous month's regular meeting and the proposed action has been included in the agenda made available to Council members prior to the general meeting when consideration shall be made.
- B. From time-to-time, especially in even-numbered years prior to the Council's Annual Meeting, the Chairperson may designate a Special Committee of at least three members to review these Bylaws and the Articles of Incorporation to make written recommendations on amendments for the consideration of the Council.

These Bylaws are hereby approved on this 26 day of January in the year 2017, by the Fairpark Community Council, with [enter here] members present and voting.



Chairperson



Date

