

BY-LAWS for the LAKE EDGE NEIGHBORHOOD ASSOCIATION

ARTICLE 1 – NAME AND ORGANIZATION BOUNDARIES

The name of this organization shall be “LAKE EDGE NEIGHBORHOOD ASSOCIATION”. Boundaries of the organization encompass the area in the City of Madison bounded on the north by Cottage Grove Road, on the east by U.S. Highway 51 (South Stoughton Rd), on the west by Monona Drive, and on the south along a line adjacent to the Monona Golf Course continuing along Ruth Street.

ARTICLE 2 – PURPOSE

The purpose of the Lake Edge Neighborhood Association is to provide a forum for discussing issues of concern to the neighborhood, to promote cooperation among neighbors for projects that protect property values and enhance quality of life, and to encourage a spirit of camaraderie and citizen participation among Lake Edge residents.

ARTICLE 3 – MEMBERSHIP

Section 1: Membership eligibility.

Membership in this organization shall be open to all residents and non-resident owners of real estate within the boundaries of the Association.

Section 2: Membership dues.

Membership dues are (\$10.00) ten dollars per household. Dues may be waived or adjusted by the Treasurer in individual cases. Membership is on a calendar year basis.

Section 3: Voting rights.

Each adult member of the Association, who is current on household membership dues and otherwise meeting the requirements of membership as set forth by these by-laws, shall have the right to vote on any or all questions coming before the Association and its Board of Directors. Each member must be present in order to vote, and no voting by proxy shall be allowed.

ARTICLE 4 – DIRECTORS AND OFFICERS

Section 1: Number, qualifications and tenure.

A Board of Directors (hereafter referred to as the Board) shall be created and composed of seven (7) members of the Association who are residents and/or non-resident property owners within the neighborhood boundaries described in Article 1. Locally elected officials are not allowed to also serve on the board, during their public office term. The Board shall be comprised of the President and Vice-President, Treasurer, Secretary and three at-large seats. Directors shall be elected by members of the Association at the annual membership meeting as described in Article 5. The term of each Director shall be for one year or until a successor is designated. If fewer than seven (7) members agree to serve on the Board at any time, then the Board shall continue to function until such time as the vacancies may be filled.

Section 2: Nomination and elections.

Nominations for Directors may be made by any member present at the annual meeting. A member may nominate themselves. No member present shall nominate more than one candidate for a Director position. The seven nominees receiving the highest number of ballots or votes shall be Directors on the Board. In case of any tie vote, a subsequent ballot or vote of the member shall be cast. The newly elected Directors will convene at a mutually agreed upon time in January to determine respective roles on the Board.

Section 3: Duties of President and Vice-President .

The President shall schedule and preside at all Association meetings, and shall have general supervision over the affairs of the Association and over the other officers. The President may appoint committees with approval of the Board of Directors as may be determined necessary to accomplish and carry out the purposes of the organization. In case of the absence or disability of the President, his or her duties may be performed by the Vice-President. The President may appoint an Acting Secretary in the event that the Secretary is absent or unable to serve at any meeting.

Section 4: Duties of Secretary.

The Secretary shall issue notice of all meetings of the Association, and shall record and keep minutes of the same; and shall perform all such other duties as are incidental to this office.

Section 5: Duties of Treasurer.

The Treasurer shall have custody of the finances of the Association. The Treasurer shall keep regular books of account, and shall submit them, together with all vouchers, receipts, records and other papers to the Board of Directors for their examination and approval as often as they may require. The Treasurer shall keep an up-to-date official membership roster and perform all such other duties as are incidental to this office. All checks or other dispersal of funds for the Association must be signed by the Treasurer or the President.

Section 6: Removal of Directors or Officers.

A Director or Officer of the Board may be removed at any time upon a recommendation of the Board and a majority vote of the Association membership in attendance at a meeting called for this purpose.

Section 7: Vacancies.

Vacancies on the Board may be filled by any member of the Association elected at any regular meeting by a majority vote of the members present. Any person elected by the Board to fill a vacancy shall serve for the remainder of the term, or until a successor is determined.

Section 8: Report to membership.

At each annual meeting of the Association members, the Directors shall submit a statement of affairs together with a report of the general financial condition of the Association and the condition of any tangible property.

Section 9: Policies and procedures.

The Board shall have the authority to make and adopt such policies and procedures, not inconsistent with these by-laws, as it may deem advisable for the management, administration and regulation of the business, property and affairs of the Association.

ARTICLE 5 – MEETINGS

Section 1: Regular Board meetings.

Regular meetings of the Association shall be held at an appropriate location in or near the Lake Edge neighborhood or such other place and at such times as the Directors may designate, and shall be noticed not less than seven (7) days before the meeting.

Section 2: Special Board meetings.

Special meetings of the Board of Directors may be called by the President; or in his absence by the Vice-President; or by any two members of the Board. By majority consent of the Directors, such meetings of the Board may be held without notice. Except upon a majority vote of the Directors, notice of special meetings shall be given by the President, or at his or her directions by the Secretary, at least two days prior to the holding of any such special meeting. Under no circumstances may a special meeting be called without proper notice for the purpose of removing a Director or Officer of the Board.

Section 3: Quorum.

A quorum for the transaction of business at any regular meeting or special Board meeting shall consist of a majority of the Board of Directors, but a majority of those present at any regular or special meeting shall have the authority to adjourn the meeting to a future time. All members of the Association are encouraged to attend and participate in regular

meetings and special Board meetings, and otherwise advise and provide input on matters before the Board.

Section 4: Annual membership meetings.

The annual meeting of the Association membership shall be held during the month of November. The President, with the approval of the Board, shall designate the date upon which the annual meeting shall be held. At the annual meeting, Association members shall elect Directors and Officers and conduct such other business as the Association may require.

Section 5: Notice of annual membership meeting.

It shall be the duty of the Secretary to give written notice of the annual membership meeting not less than seven (7) days before the meeting. Sufficient notice may include publication in local media, email to the membership, an Association newsletter, or placarding in the neighborhood. Failure to receive such notice shall not affect the validity of such meetings or proceedings thereof.

Section 6: Quorum for annual membership meetings.

Association members representing not less than ten (10) households shall constitute a quorum for the purposes of the annual membership meeting, provided a majority of the Board of Directors is present. Less than a quorum meeting at any time pursuant to notice shall have the power to adjourn from time to time until a quorum is present.

ARTICLE 6 – FINANCE

The funds of the Association shall be deposited in such bank or credit union as the Board of Directors shall designate, and shall be withdrawn only upon the check of the Association signed by the Treasurer or the President.

ARTICLE 7 – COMMITTEES

The Board of Directors, or the President with the approval of the Board, is empowered to appoint such committees as are deemed necessary to carry out the purposes of the Association.

ARTICLE 8 – DISSOLUTION

If the Lake Edge Neighborhood Association, for any reason whatsoever, ceases to exist after not less than twelve (12) months of inactivity, then any and all assets of the Association, after payment of all debts and obligations, may be donated to a charitable cause designated upon a two-thirds vote of all eligible members present at a meeting called for this purpose.

ARTICLE 9 – AMENDMENTS

Amendments to these by-laws may be made by a majority vote of those members present and voting at any annual membership meeting, or by a two-thirds majority vote of those members present and voting at any regular Association meeting at which a quorum of the Board of Directors is present.

Original By-laws 1981
Revised: 1999
Revised: 2006
Revised: 11/11/2015
Revised: 11/13/2019