



**Bylaws  
Council of Neighborhoods  
Fayetteville, Arkansas**

**Article I.  
Name of the Organization**

**Section 1.01**

The name of the organization shall be the Fayetteville Council of Neighborhoods (FCON).

**Article II.  
Mission Statement**

**Section 2.01**

The mission of the Fayetteville Council of Neighborhoods (FCON) is to promote and enhance the quality, stability, and vitality of the various neighborhoods in the City of Fayetteville; to provide a forum for neighborhood associations to share information, experiences, concerns, and ideas; and to help facilitate communication between neighborhoods, through their associations, and government agencies.

**Article III.  
Nature of the Organization**

**Section 3.01**

The FCON is a non-partisan, not for profit organization.

**Article IV.  
Membership**

**Section 4.01**

**Full Membership**

Every qualified member neighborhood organization, that is identifiable, and a residential neighborhood lying inside the City of Fayetteville, Arkansas, shall be entitled to send one delegate. To be qualified for membership, each such neighborhood shall:

- (a) Be from a defined geographic area within Fayetteville.
- (b) Have an ongoing, representative organization.
- (c) Hold at least one public neighborhood meeting annually.
- (d) Be composed of at least 20 households or accounting for at least 15% of the households in the area, the area to be approved by the FCON.
- (e) Have adopted a formal constitution, bylaws, or other document serving as a statement of their principles of operation.
- (f) The purpose of the neighborhood organization must be non-partisan in nature and may not be inconsistent with the purpose of the FCON.

#### **Section 4.02**

##### Provisional Membership

A neighborhood organization may be approved for non-voting provisional membership in the FCON if the neighborhood organization does not meet all of the above qualifications for full membership, but is actively working toward meeting those qualifications.

#### **Section 4.03**

To be recognized as a full member, evidence that the membership requirements have been met must be presented to FCON before a membership application can be accepted.

#### **Section 4.04**

Every neighborhood with full membership shall annually re-register. In order to re-register, by October 1st of each year, each neighborhood;

- (a) Shall submit the information of qualifications as listed above to the Vice Chair,
- (b) Shall provide the names, mailing addresses, e-mail addresses, and telephone numbers of its current leaders to the Vice Chair, and
- (c) Shall designate its FCON voting representative to the Vice Chair.

#### **Section 4.05**

##### Grandfathering

Upon final approval of these bylaws, existing members of the FCON as currently listed with the city of Fayetteville's Planning Division shall automatically be granted full membership in the new body for this first year.

### **Article V.**

## **Meetings**

### **Section 5.01**

Regular meetings of FCON shall be scheduled for the third Thursday of each month and shall begin at 5:30 PM. The time and date of the meeting may be altered as deemed necessary by the organization membership.

### **Section 5.02**

A quorum at FCON meetings shall consist of the designated voting representatives of six full membership neighborhoods, and shall govern FCON business except as specifically designated otherwise in these Bylaws.

### **Section 5.03**

All FCON meetings, as well as meetings of any FCON Committees, shall be open to the public.

## **Article VI. Governance of the FCON**

### **Section 6.01**

Unless otherwise provided, all business shall be conducted by a simple majority of voting delegates assembled at any meeting with a quorum. Each neighborhood having full membership shall have one delegate having one vote.

### **Section 6.02**

Delegates may be elected or appointed by the governing body of their respective neighborhood. Delegates may give their voting proxy to a member of their neighborhood organization by e-mail or written document. Substitutes for a neighborhood's delegate may attend, but not vote in the place of a neighborhood's delegate.

### **Section 6.03**

FCON has the authority and responsibility for the following:

- (a) Appointing standing and special committees. Persons who are not delegates may be permitted to serve on any committee created. Upon the vote of two-thirds of the delegates assembled to conduct business with a quorum, the power to appoint may be delegated to the FCON chair.
- (b) Appointing the chair of all standing and special committees from among the delegates to FCON. Upon the vote of two-thirds of the delegates assembled to conduct business with a quorum, the power to appoint may be delegated to the FCON chair.
- (c) Whenever a committee is established, FCON shall give that committee a charge.

(d) Appoint, employ, or otherwise engage all persons or firms who provide services to the FCON.

(e) Fill any vacancy occurring among the officers, except that the vice chair shall become the chair, if the chair becomes unable to fulfill his or her duties as described herein.

(f) Interpret these bylaws.

(g) Amend these bylaws as provided herein.

(h) Establish a budget, if any, and approve all expenditures.

## **Article VII. Officers**

### **Section 7.01**

At the September meeting of FCON, the business conducted shall include calling for three volunteers to serve on the nominating committee, appointment of the nominating committee and its chair by majority vote of the delegates present, and an announcement that at the next meeting the nominating committee will make nominations for the annual election of the officers. A quorum is required.

### **Section 7.02**

An election of officers shall be held each year at the regularly scheduled October meeting of FCON. Officer nominations will be given by the nominating committee. Additional nominations may be made from the floor at the time of the election. Before the vote is taken, each nominee may make a brief statement concerning his or her candidacy. New officers take office after the end of the regularly scheduled October meeting. A quorum is required.

### **Section 7.03**

To qualify for nomination, an individual must be a resident of the city of Fayetteville, Arkansas, and must be a voting delegate from a neighborhood with full membership.

### **Section 7.04**

To be elected, a candidate must be present and willing to serve, or if absent at the time of election shall have indicated to the chair before the election, in writing (e-mail is acceptable), that he or she is willing to serve.

### **Section 7.05**

Once elected, FCON officers may complete their terms of office so long as they continue to meet the qualifications in §7.03.

### **Section 7.06**

There shall be at least three officers: a chair, a vice chair, and a secretary. A treasurer shall be elected if funds are ever collected by FCON.

**Section 7.07**

Each officer shall serve a term of one year.

**Section 7.08**

No officer may serve in the same office for more than two consecutive years. Being appointed to fill an officer's place for six months or more constitutes "a year" for this section.

**Section 7.09**

The duties of the chair shall be:

- (a) To preside at all meetings of FCON.
- (b) To rule on any point of order or procedure.
- (c) To be, or to appoint, the official spokesperson of the FCON to other bodies and to the news media.
- (d) To execute FCON's business as directed by the FCON.

**Section 7.10**

The duties of the vice chair shall be:

- (a) To assist the chair in the carrying out of the chair's duties.
- (b) Acting in the position of the chair in the chair's absence.
- (c) Certifying that all voting delegates are authorized to vote.
- (d) To discharge all the duties of the chair in the event the chair is unable to fulfill the responsibilities of the office.

**Section 7.11**

The duties of secretary shall be:

- (a) To record the minutes of all meetings of the FCON.
- (b) To send, or cause to be sent, a copy of the minutes by e-mail to all delegates of FCON.
- (c) To maintain the membership and delegate records.

## **Article VIII. Amendments**

### **Section 8.01**

Any proposed amendment to these bylaws must be submitted to all the delegates, in writing (e-mail is acceptable), at least two weeks in advance of the meeting at which it is to be proposed. An amendment may only be proposed by a voting delegate of a neighborhood with full membership. The vote on the amendment shall take place the meeting after the meeting in which it is proposed.

### **Section 8.02**

Amendments to these bylaws must be approved by the affirmative vote of two thirds of those present who are voting delegates of those neighborhoods with full membership. A quorum is required.

## **Article IX. Dissolution**

### **Section 9.01**

In case of dissolution of the FCON, all assets remaining after payment of authorized expenditures shall be distributed to an organization which qualifies for tax exemption as provided for under the Internal Revenue laws of the United States of America and is a community-oriented charitable institution in Fayetteville, Arkansas. No part of the assets is to be distributed to any private individual or member. At the final meeting prior to dissolution, the delegates present of organizations with full membership shall vote to select a qualifying organization to receive any remaining assets.

*Adopted and ratified this day of June 26, 2003.*