



# Contents of Neighborhood Association By-Laws

- Name of Association
- Purpose/Goals/Vision Statement
- Boundaries
- Membership
  - ✓ Membership Requirements
  - ✓ Voting Rights & Requirements for Association Action
- Membership Dues & Care of Funds (if any)
- Meeting Schedule
- Officers
  - ✓ Position
  - ✓ Elections/Appointments
  - ✓ Duties
- Board or Steering Committee
  - ✓ Name
  - ✓ Composition/Selection Procedures
- Other Committees
  - ✓ Name(s)
  - ✓ Composition/Selection Procedures
- Meeting Conduct Guidelines (if any)
- Procedure for Amending By-laws