

**BYLAWS OF THE  
CAMPBELL GRANT NORTHEAST NEIGHBORHOOD  
ASSOCIATION**

**As adopted by Membership on February 26, 2024**

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**ARTICLE I - ORGANIZATION**

**Section 1 – NAME:** The organization shall be called the **Campbell Grant Northeast Neighborhood Association**, hereafter referred to as the “Association” or as “CGNE”.

**Section 2 – PURPOSE:** The Association is an organization formed to promote meaningful and lasting relationships among its residents, provide open communication channels for the residents, and to safeguard and enhance the lifestyle found within its area of interest (hereafter referred to as “Area”) in the following ways:

- A. To prepare and seek adoption of, by the City of Tucson, a neighborhood plan for the Area.
- B. To provide for the maintenance and preservation of the Association’s Area.
- C. To ensure that development is compatible with the residential qualities of the Area.
- D. To encourage vehicular and pedestrian safety in the Area and discourage vehicular disruption of the Area.
- E. To promote the health, safety, and welfare of the residents of the Area and do all things necessary, proper, incident, and convenient to carry out these purposes.

**Section 3 – AREA OF INTEREST:** The Area of Interest and operation of the association shall be that area within the following boundaries: Glenn Street on the North, Tucson Boulevard on the East, Grant Road on the South, and Campbell Avenue on the West.

**ARTICLE II - MEMBERSHIP**

**Section 1 – MEMBERSHIP:** Any resident or business operator in the Area outlined in Article 1, Section 3 above, shall be deemed a voting member of this association when that person attends a duly called Annual or Special meeting, and shall have all of the rights and privileges pertaining thereto.

**Section 2 – DUES:** The payment of dues is not necessary in order to be a voting member of this Association as outlined in the previous section. Those who wish to support the Association with donations may do so in any amount. The current suggested donation shall be established by the Executive Committee. Annual dues may be established and ratified by a simple majority of members present and voting at a duly called Annual or Special Meeting.

**Section 3 – CGNE MEMBERSHIP COMMUNICATIONS:** Communications from the Association to the Membership shall take place in all of the following ways:

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- A. By posting information on the Association website ([www.CGNE-Tucson.org](http://www.CGNE-Tucson.org)),
- B. By notification using the CGNE member listserv, which is limited to residents and business operators of the Area, and
- C. By one (1) paper mailing per year provided by the City of Tucson, which will be used to announce the Annual Meeting, in addition to other information determined by the Executive Committee.
- D. By physical posting in the community board in Connor Park.

**ARTICLE III – MEETINGS and VOTING**

**Section 1 – ANNUAL MEETING:** The Annual Meeting of the Association Membership shall be held in October of each year at such time and place within the City of Tucson, Arizona as determined by the Executive Committee. The meeting shall be for the purpose of electing officers, distributing reports for the previous year, and transacting such business as may come before the meeting.

**Section 2 – SCHEDULED AND SPECIAL MEETINGS:** Scheduled and Special Meetings of the Membership may be called by the President or the Executive Committee. It shall be the duty of the Corresponding Secretary to notify Association members of the date, time, location and purpose for which a Special Meeting is called.

**Section 3 – NOTICE OF MEETINGS:** Notice of the time, date and location of the Annual Meeting shall be made using all of the methods outlined in Article II, Section 3 above, but not less than 10 days, nor more than 50 days, before the Annual Meeting date. Notice of the time, date, and location of Scheduled and Special Meetings shall be made no later than 7 days prior to the Scheduled or Special Meeting using only methods A and B in Article II, Section 3 above.

**Section 4 – MEETING AGENDA AND ATTENDANCE:** The President shall be responsible for setting the agenda at Executive Committee and Membership Meetings. Executive Committee meetings shall be open to the Association Membership, except for the Executive Session of the Executive Committee. All meetings attended by Association Membership shall provide time for Association members in attendance to express comments or complaints to the Executive Committee. The Executive Committee may limit the time allotted each member who wishes to speak. Members may submit items for the agenda of any meeting.

**Section 5 – VOTING:** Amendments to the bylaws, and decisions on issues that could have a widespread effect on the Purposes stated in Article I, Section 3, shall require a two-thirds vote of the Association Membership present, in person or virtually, at a duly called Annual or Special meeting, provided the Membership has been notified of the proposed change(s) or decision(s) to be voted on using methods A and B listed in Article II, Section 3. Such notice shall be given not less than 10 days, nor more than 50 days, before the meeting. All other Membership votes shall require only a simple majority of members present, in person or virtually, at a duly called Annual, Scheduled or Special meeting.

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**ARTICLE IV - OFFICERS**

**Section 1 – GENERAL POWERS, NUMBER AND ELEGIBILITY:** The business and affairs of the Association shall be managed by a five (5) member Executive Committee. Members of the Executive Committee shall be members in good standing of the Association. The Executive Committee shall be composed of the President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer.

**Section 2 – VACANCIES AND REMOVALS:** A vacancy due to death, resignation, or incapacity in any position on the Executive Committee which occurs in the period between annual meetings shall be filled by a simple majority vote of the Executive Committee members still in office. Any Officer may be removed from office by a majority vote of the Membership present at a duly called Annual or Special meeting. A majority of the Association shall elect a successor to any officer removed by the Association Membership.

**ARTICLE V – NOMINATION AND ELECTIONS**

**Section 1 – NOMINATIONS:** Nominations for officers may be made from the floor at each Annual Membership meeting or by a Nominating Committee appointed by the President of the Association. Notice of this meeting will be communicated to all members as per Article III, Section 3 of these bylaws.

**Section 2 – TERM OF OFFICE:** The officers of this association shall hold office for a term of one (1) year. The term of office shall begin at the close of the Annual Meeting.

**ARTICLE VI – DUTIES OF OFFICERS**

**Section 1 – PRESIDENT:** The President shall have general supervision, direction and control of the business and affairs of the Association. The President shall preside at all meetings of Membership and of the Executive Committee, and shall have other such powers and duties as may be prescribed from time to time by the Executive Committee.

**Section 2 – VICE PRESIDENT:** In the absence or disability of the President, the Vice President shall perform the duties of the President, and in so acting shall have all the powers of the President.

**Section 3 – RECORDING SECRETARY:** The Recording Secretary shall keep a full and complete record of the proceedings of all meetings, including the Executive Committee meeting, the Annual Meeting, and any Special Meetings. Following the Annual meeting, copies of the business transacted therein shall be made available to the Membership using methods A and B in Article II, Section 3 above.

**Section 4 – CORRESPONDING SECRETARY:** The Corresponding Secretary shall be responsible for the correspondence of the Association, and shall send notices to the Membership as directed by the Executive Committee, using methods A and B in Article II, Sections 3. The Corresponding Secretary shall be responsible for maintaining the list of the Association Membership; posting official business on the Association website;

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arranging meeting venues within or near the neighborhood where the internet can be used to facilitate communication with the Membership; coordinating such virtual communications during all neighborhood meetings, including Special and Annual meetings; and shall be responsible for bringing the concerns of virtual attendees to the floor at meetings.

**Section 5 - TREASURER:** The Treasurer shall supervise the keeping of the financial records of the Association and shall pay all bills as directed by the Executive Committee. Except as otherwise provided herein or in resolution by the Executive Committee, the Treasurer shall have the care and custody of all funds, money and property of the Association. The Treasurer shall have such powers and perform other duties as may be prescribed below in Article VII.

**Section 5 – EXECUTIVE COMMITTEE:** The Executive Committee shall act for the Association and its decisions shall be binding upon the Association except in situations that could have a widespread effect upon the Membership or the Purposes stated in Article I, Section 3. In this case the matter shall be submitted to the Membership of the Association for approval at a duly called Special or Annual Meeting.

**ARTICLE VII – FINANCIAL TRANSACTIONS**

**Section 1 – FISCAL YEAR:** The fiscal year of the association shall begin on the first day of January and end on the last day of December each and every year.

**Section 2 – ASSETS:** All funds of the Association shall be deposited from time to time, *post haste*, to the credit of the Association in the bank account authorized by the Executive Committee.

**Section 3 – CONTRACTS:** Contracts shall be approved by a unanimous vote of the Executive Committee and then duly executed by the President. However, all contracts which bind the Association to the expenditure of FIVE HUNDRED DOLLARS (\$500.00) or more shall be submitted to the Membership of the Association for approval at a duly called Annual or Special Meeting.

**Section 4 – PAYMENT OF BILLS:** All checks, drafts, or other requests for payment of funds entrusted to the Association shall be approved by the Executive Committee before being paid. Upon approval, the Treasurer of the Association shall execute a check drawn on the Association’s bank account for the designated sum and signed by the Treasurer. If the Treasurer is unavailable, the President is also authorized to sign checks drawn from the Association bank account.

**Section 5 – BUDGET:** The Executive Committee shall submit to the Membership for approval by majority vote a budget by 12/31 for the upcoming calendar year.

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**ARTICLE VIII – STANDING COMMITTEES**

**Section 1 – APPOINTMENT:** The President shall appoint all committees as the bylaws prescribe to be established or as the Membership may direct to be established. When the President appoints a committee, no vote is taken on the appointees, but the President must announce the names of the Committee Members to the Membership, using both methods A and B in Article II, Section 3, naming the Committee Chairperson first.

**ARTICLE IX - MISCELLANEOUS**

**Section 1 – RULES AND REGULATIONS:** The Executive Committee shall have the power to make and adopt rules and regulations they deem necessary for the management of business affairs of this Association, so long as these rules conform to the law and are within the guidelines of these bylaws.

**Section 2 – ACCOUNTING SYSTEM AND REPORTS:** The Treasurer shall provide an updated financial report in electronic form to each Executive Committee member before each Membership and Executive Committee meeting. The Treasurer’s report shall be presented to the Membership at the Annual Meeting, and after the report is adopted into the minutes, it will be posted on the Association Website. The Treasurer shall use accounting procedures that are in accordance with Generally Accepted Accounting Principles.