

WARM SANDS NEIGHBORHOOD ORGANIZATION

BYLAWS

Article I – Name

The name of the Organization is the Warm Sands Neighborhood Organization (WSNO). Warm Sands is a designated neighborhood area of Palm Springs, CA.

Article II – Principal Office

The Principal office of the organization shall be the residence of the organization’s chairperson.

Article III – Purpose

WSNO is a group organized for the purpose of acting on a broad range of issues that are important to maintain and improve the livability and quality of life for neighborhood residents and business owners. This organization is formed under the terms and conditions of the City of Palm Springs Ordinance.

Article IV – Neighborhood Boundaries

The Warm Sands Neighborhood area is identified as all encompassing area within the following boundaries:

North Boundary: South side of Ramon Road

South Boundary: North side of Sunny Dunes

East Boundary: **West Side of Sunrise Way**

West Boundary: East side of Indian Canyon

Article V – Membership

All adult residents; property owners, businesses, and non-profit groups, including Home Owners Associations, located within the neighborhood boundaries are eligible for membership. One vote per address is allowed.

Article VI – Dues

Annual membership dues shall be determined by the Advisory Council and shall be payable on or before the beginning of the organization’s fiscal year.

Article VII- Advisory Council

The founding/interim Advisory Council shall serve until their successors have been elected and seated.

The Advisory Council will have no less than five and no more than nine members. Advisory Council seats held by resort owners are limited to no more than two seats.

Advisory Council members shall be elected by the members in good standing present and voting at the organization’s annual meeting.

All Advisory Council Members will serve a one year term. There will be no limit to the number of terms an Advisory Council Member may serve.

A simple majority of the total number of Advisory Council Members shall constitute a quorum. A simple majority will rule for all voting.

No compensation shall be paid to Advisory Council members.

Advisory Council members who are absent from two consecutive meetings may be removed from the Advisory Council if the Council deems this action to be in the best interest of the organization.

Article VIII – Officers

The annually elected officers will be elected from within, and by, the Advisory Council immediately following the election of the Advisory Council members at the annual meeting.

Officers shall be:

Chairperson - Vice Chairperson - Secretary - Treasurer and such other officers as the Council may deem necessary to manage the organization.

Officers are elected to a one year term.

Officers shall be eligible to serve two consecutive terms and shall be eligible for re-election to an office after one year as a non-officer.

Officers Roles and Responsibilities:

The **Chairperson** shall preside at the Advisory Council meetings and generally oversee implementation of all policies of the organization:

- a. Assure the enforcement of Bylaws.
- b. Coordinate meeting dates, agendas and location.
- c. Have signatory authority with Treasurer.
- d. Approve reimbursements of Officers and Advisory Council members for organization-related expenses.
- e. Assist Treasurer in preparing an annual budget.
- f. Prepare an Annual Report on the status of the organization, including future recommendations.
- g. Maintain communications with all Council Members.
- h. Oversee and help to plan and facilitate communications with neighborhood residents and with representatives of the City of Palm Springs.
- i. Maintain communication and active participation in other neighborhood organizations.

The **Vice Chairperson** shall:

- a. Act as Chairperson in the absence of the Chairperson:
- b. Carry out all assignments given by the Chairperson.

The **Secretary** shall:

- a. Maintain accurate minutes of the Advisory Council and general membership meetings.
- b. Transmit such minutes to all appropriate parties.
- c. Prepare official correspondence.
- d. Notify general membership of meetings a minimum of 45 days in advance of meeting date.

The **Treasurer** shall:

- a. Receive and deposit monies.
- b. Pay expenses.
- c. Maintain on-going bank records.
- d. Make available a detailed financial statement to Advisory Council members at the Advisory Council's request and at the Annual meeting.
- e. Assist in preparing annual budget.
- f. Collect dues and maintain a list of all members in good standing.
- g. Hand over to a successor all records, funds and assets.

Article IX – Meetings

There will be one Annual Membership Meeting and at least one additional general membership meeting held each year. The Advisory Council shall meet a minimum of six times per year. Location and time of meetings shall be determined and announced at the previous meeting and shall be subsequently communicated to all

residents via the organization's website and via the mail, personal distribution, phone or other means designated by the Advisory Council.

Article X - Communication

Communication between members of the neighborhood will be conducted through public meetings, mail, email, website postings, telephone, newspaper announcements, and personal contact. A Communications Committee will be established by the Advisory Council. The purpose of the Communications Committee is to establish regular communication channels by which members of the neighborhood are informed of meetings, events and other matters affecting the neighborhood and to facilitate formal communication between members of the neighborhood, the City and its representatives, and/or other public and private entities.

Article XI – Committees

The Advisory Council may form committees and prescribe its duties and appoint neighborhood members in good standing to serve on these committees.

Article XII – Amendments

These Bylaws may be altered, amended, or replaced by a majority vote of the members in good standing attending the organization's Annual Membership Meeting. Any proposed amendment to the Bylaws must be submitted in writing to the Secretary a minimum of 30 days prior to an annual or general membership meeting.

Certificate:

This is to certify that the foregoing is a true and correct copy of the By Laws of WSNO, and that such Bylaws were duly adopted by the WSNO Advisory Council on July 14, 2005.

Secretary

Dated