

CORRYVILLE COMMUNITY COUNCIL
CODE OF REGULATIONS

ARTICLE I: PURPOSE & BOUNDARIES

Section 1. Purpose

The purpose of this Community Council shall be the following:

1. To promote the general welfare of all citizens living, working and worshipping in Corryville.
2. To act as a focal point for attracting, soliciting and distributing funding needed for the betterment of the community.
3. To assist and cooperate with other organizations and institutions in Corryville.
4. To employ and supervise Council staff needed to fulfill the enumerated purposes of the Council as outlined in the Articles of Incorporation and all other legal rules of the operation.
5. Generally, to have and exercise all rights and powers conferred on a non-profit corporation under the laws of Ohio, or which may hereafter be conferred, including the power to contract, rent, or sell personal or real property; provided, however, that this Council shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Corporation.

Section 2. Boundaries

For the purposes of this Community Council, Corryville is defined as the area within the perimeter beginning at the northeast corner of McMillan and Auburn, east on McMillan to the northwest corner of Burnet, north on Burnet to the southwest corner of Albert Sabin Way, northwest on Albert Sabin Way to the southwest corner of Elland, northwest on Elland to the southwest corner of Erkenbrecher, west on Erkenbrecher to the southwest corner of Vine, northwest on Vine to the southwest corner of Cloister, west on Cloister to the southeast corner of Ruther, south on Ruther to the south east corner of Jefferson, northwest on Jefferson to the southwest corner of Bishop, south on Bishop to the north west corner of Martin Luther King, east on MLK to the southeast corner of Jefferson, south on Jefferson to the northeast corner of Wm H Taft, east on Taft to the southwest corner of Auburn, south on Auburn to the northeast corner of McMillan.**

ARTICLE II: MEMBERSHIP

Section 1. Full Membership

Any person over the age of 18 years, residing in Corryville or operating a business in Corryville, interested in the purposes of the Council may become a member. Also directors of non-profit organizations and ministers of churches in Corryville may become members.

Every resident of Corryville shall be eligible to vote on all matters pertaining to the Neighborhood Support Program (NSP) without regard to membership status.

At least once per year any group of at least five Neighborhood Residents may require a special vote at which only Neighborhood Residents may vote to determine whether persons other than Neighborhood Residents shall continue to have voting privileges or be eligible to hold office**

Principal residency may be evidenced by voter registration card, driver's license, tax, phone or utility bill.

Section 2. Associate Memberships

An associate member is a non-resident who has an active interest in the accomplishment of the purposes of the Council. This active interest is demonstrated by attendance at a minimum of three consecutive meetings.

Section 3. Rights of Members

Full members have the right to voice, vote and office.

Associate members have the right to voice and can be appointed to serve as board members on the Board of Directors as chairperson of standing committees (as a board member, the associate member has a right to vote at board meetings).

Section 4. Change of Membership

If at anytime a member can no longer meet the requirements of full membership (residing in Corryville or operating a business in Corryville) he/she will retain the rights of an associate member.

Section 5. Dues

Annual dues shall be as follows:

\$ 5.00 Individual membership

\$ 8.00 Family membership (two voting members)

\$10.00 Business membership (one vote designated by business)

\$ 3.00 Minimum dues: full time student or senior citizen (65+)

Section 6. Membership Renewals

Membership renewals will take place on the first week of September. New memberships will be due for a renewal one year from the official time (September) following the date of beginning membership.

Section 7. Membership Termination

Membership will be terminated if a member is three months delinquent in paying renewal dues.

Membership may also be terminated for a just cause; such as behavior that violates the aims and purposes of the Council. In such a case the member has the right to a hearing before the Council. The Board of Directors makes the final decision in regard to termination of membership.

ARTICLE III: OFFICERS

Section 1. Officers

The officers of the Council shall be President, Vice President, Secretary and Treasurer.

Section 2. Duties

President: The President shall preside at all meetings of the Council and the Board of Directors, report to the Community members and Board of Directors concerning matters pertinent to the Community members, appoint all committee chairpersons in consultation with the Board, and perform all other duties usually devolving upon the President.

The President shall appoint officers of Council, one Board member and one Community resident to NSP (Neighborhood Support Program) to form NSP Committee. The NSP Committee Chair shall diligently become familiar with all Invest in Neighborhoods and NSP rules and regulations, prepare the annual NSP Fund Budget Request, and keep with the Treasurer records necessary for reimbursement. It is the duty of this committee to MAXIMIZE the annual allotment from the City, so as to benefit the community. The Invest in Neighborhood interest monies will also be assigned to this committee.

The NSP Committee shall also prepare and submit an application for the yearly award of the Invest Merit Grant Annual Award.

Vice President: The Vice President shall perform the duties of the President in the absence of the President and such duties as assigned by the President.

Secretary: The Secretary shall record minutes of all meetings of the Council and the Board, handle all correspondence to the members, notify members of special meetings, elections and such notices ordered by the Code or the Board. The Secretary shall keep a record of membership and principal residency and perform any and all duties otherwise pertaining to the office of Secretary.

Principal residency may be evidenced by voter registration card, driver's license, tax or utility bill.

Treasurer: The Treasurer shall receive all money belonging to Council, keeping a regular account of all finances of the Council. A monthly statement shall be submitted to the Secretary for mailing to the Board of Directors. A yearly review shall be done in September at the annual meeting consisting of a financial statement for the preceding year, and perform all other duties pertaining to the office of Treasurer.

The Treasurer shall deposit all funds of the Council in the name of the Council upon such terms decided by the Board of Directors.

The Treasurer shall also be responsible to collect dues and to notify members of delinquent dues within two months of the due date.

Section 3. Term of Office

The term of office shall be three years. The President and Treasurer shall be elected concurrently at the annual meeting and the Vice President and Secretary shall be elected concurrently at the annual meeting.

Vacancies will be filled by appointment of the Board of Directors until the time of the annual meeting. At the annual meeting all vacancies will be filled through the regular election procedure.

Officers may not serve more than two consecutive terms.

Section 4. Removal from Office

An officer can be removed from office for just cause: negligence in performance of duties and/or behavior that violates the aims and purposes of the Council. The procedure is as follows:

1. A Council member or Board member brings the complaint and request for removal from the Board;
2. The accused officer is notified of the complaint by the Board and advised of his/her right to a hearing before the board;
3. Whenever possible, the Board will arrange for a time during which the accused officer can correct or improve the negligence of improper behavior (period of probation);
4. After a formal hearing, the Board makes the decision to remove the officer, grant a longer time of probation, retain the officer, or continue negotiations.

ARTICLE IV: BOARD OF DIRECTORS

Section 1. Membership

The Board of Directors shall consist of all elected officers, chairpersons of the standing committees, and two members elected by the Council membership. All members shall have the right to voice and vote at Board meetings. The two members elected by the Council membership shall be elected at the annual meeting; one during the even-numbered years, one during the odd-numbered years.

Section 2. Duties

The Board shall handle the regular business of the Council and make recommendations to the membership.

The Board has the right to review issues affecting the Council or neighborhood and to take a position in the name of the Board. The position taken by the Board should be affirmed by the Council membership at the next regular meeting.

The Board shall have as a concern the fostering of active participation of the membership in Council activities and decision-making.

The Board shall report on Board activities and decisions at each regular meeting of the membership.

Section 3. Quorum

A quorum for conducting the business of the Board of Directors shall be not less than 50% of the members of the Board.

ARTICLE V: MEETINGS

Section 1. Meetings of Membership

Regular meetings of the membership shall be held every second Tuesday of each month at 6:00 pm*.

A minimum of five persons must be present at membership meetings in order to conduct the business of the Council.

An annual meeting will be held during the month of September. Elections will take place at the annual meeting.

The Board of Directors may call special meetings of the membership provided adequate notification is given to members.

Section 2. Meetings of the Board

The Board of Directors shall hold a monthly meeting to prepare the agenda for the membership meeting and to carry on the ordinary business of the Council. Board members will be given adequate advance notification of Board meeting.

Section 3. Parliamentary Procedures

Robert's Rules of Order: A simplified form of parliamentary procedure will be used to make decisions at all meetings, membership and Board in all matters not herein provided for.

ARTICLE VI: ELECTIONS

Section 1. Nominating Committee

A nominating committee consisting of chairperson and two members shall be appointed three months before the election meeting. It is the responsibility of the nominating committee to set up a slate of candidates for the open offices and to publish this slate at the regular meeting preceding the election.

In addition to the slate presented by the nominating committee, nominations will also be taken from the floor at the meeting preceding the election.

Section 2. Procedures

Elections shall be by secret ballot.

Every three years officers and one board member (see Article III, section 3) will be elected, together with persons needed to fill vacancies that may have occurred during the year.

Section 3. Ratifications

This Code of Regulations will be considered ratified upon approval by two-thirds of the membership present at the meeting announced to be the Code of Regulations ratification meeting.

Section 4. Amendments

This Code of Regulations may be amended by the vote of two-thirds of the members present at a Board meeting.

The Corryville Community Council at the January 11, 2000 meeting passed the resolution.

7 Yea, 0 No, 0 Abstention

* The CCC meeting time was changed from 7:00 pm to 6:00 pm in (April or May) 2000 by a vote of the membership, rather than by amendment.

** These boundaries were approved at the January 9th, 2007 CCC meeting, and an amendment to the Code was approved by the board in May, 2008

*** This clause was approved by the board in May, 2008, as per City of Cincinnati Ordinance #220-1989, in order to be in compliance with the Neighborhood Support Program (NSP).