

Four Hills Village Association

Bylaws

Revised and adopted January 26th, 2019

ARTICLE I - Name

This organization shall be known as the Four Hills Village Association, hereinafter known as the “Association” or as “FHVA”.

ARTICLE II – Boundaries

The geographic boundaries of the Association shall include all properties on both sides of Warm Sands Drive and Hideaway Lane to the northerly lot lines of house numbers 1205 and 1208 on the northeast; the Manzano Open Space on the east; the Albuquerque City/Kirtland Air Force Base boundary on the south; all properties on both sides of Rio Arriba Avenue to the west lot lines of house numbers 700 and 701; Sea Biscuit Drive, Raton Avenue to the west lot line of house number 700, and Sagebrush Trail on the southwest; and all properties on both sides of Navarra Way, Via Posada to the west lot lines of house numbers 600 and 601, Owl Court, Accipitrine Court, Sparrow Hawk Court, Suzanne Lane, Stagecoach Road, Warm Sands Court on the northwest, and Lorman Place - which loops between Warm Sands and Hideaway Lane.

ARTICLE III – Objectives

The objectives and purposes are the promotion and protection of all those things which would be helpful and necessary toward the betterment of the environmental and community welfare of the residents of Four Hills Village, a fully incorporated part of the City of Albuquerque.

ARTICLE IV - Membership

Section 1. **Membership:** Membership in the Association is open to persons (18 years of age or older) residing within the boundaries of the Association (limit two individuals per household) and to all persons and legal entities owning property or having a place of business within the boundaries of the Association.

Section 2. **Classification:** There shall be two classes of membership:

1. **Active members** shall be those persons who have paid dues for the current year.

2. **Associate members** shall be those persons eligible to join this Association who have not become active members, that is, have not paid dues. Associate members may attend the Annual Meeting but are not eligible to make motions or vote.

Section 3. **Voting Members:** Voting members shall be active members. Voting rights are limited to one vote per adult member, not to exceed two votes per household.

Section 4. **Dues:** Annual dues per property shall be \$25.00 per calendar year.

- A. For eligible members who were not members the previous year and joining after June 30th, dues will be one half of the annual dues for the remainder of the calendar year.
- B. Dues may be changed by a recommendation of the Board of Directors and approved by a two-thirds vote at the Annual or Special Meeting or by written mail-in ballot.

Section 5. **Income:** None of the Four Hills Village Association's income shall inure to the benefit of any of the members.

ARTICLE V – Officers and Board of Directors

Section 1. **Officers:**

- A. The elected Officers of the Association shall be a President, a Vice President, a Treasurer, a Secretary and up to ten additional Directors. These Officers shall perform the duties prescribed by these Bylaws and the parliamentary authority adopted by the Association. Any Officer or Director shall be an active member of the Association.
- B. The President may, with majority approval of the Board, appoint not more than four of the additional members to the Board of Directors.

Section 2. **Election of Officers and Directors:** Election of Officers and Directors shall be by mail-in ballot distributed to active members in the Winter edition of The Chronicle for completion and return at least one week before the next immediate Annual Meeting, at which time the results of the election shall be announced. A majority mail-in vote shall elect. Officers and Directors shall assume their duties at the February Board Meeting.

Section 3. **Term of Office:** Officers and Directors shall be elected for a term of one year or until their successors are elected. No elected Officer or Director shall serve more than three consecutive terms in the same office.

Section 4. **Vacancy in Office:** A vacancy in the office of the President shall be filled by the Vice President. The vacancy thus created in the office of the Vice President and any other vacancy shall be filled by ballot vote of the Board of Directors.

ARTICLE VI – Duties of the Officers

Section 1. **President:** The President shall be the chief executive officer of the Association and preside at all meetings of the Association and the Board of Directors. The President shall, with the approval of the Board of Directors, appoint all standing and special committees except the Nominating Committee and shall be Ex-Officio member of all committees except the Nominating Committee. The President shall make all necessary reports to the City of Albuquerque in compliance with the Neighborhood Association Recognition Ordinance.

Section 2. **Vice President:** The Vice President shall, when necessary, perform the duties of the President, and shall succeed to the Presidency in the event of the death, disability, resignation or removal from office of the President until such time as a successor to the President shall be elected.

Section 3. **Secretary:** The Secretary shall keep minutes of all meetings of the Board of Directors, General, Annual and Special Membership Meetings and shall keep all records of the Association and give notice of all meetings as directed. The Secretary shall perform all other duties incidental to the office of the Secretary or as required by the President or the Board of Directors.

Section 4. **Treasurer:** The Treasurer shall be the custodian of all funds, securities, property and books of accounts of the Association and be responsible for the collection of dues and the deposit of funds in a bank or banks approved by the Board of Directors. The Treasurer shall ensure all bills approved by the Board of Directors are paid promptly and shall keep a written account of all expenditures and retain all receipts. The Treasurer shall present a financial statement at every Board of Directors meeting and at the Annual Meeting. The Treasurer shall cause an annual financial audit of the Association's previous year's financial records by providing them to an independent entity. The independent entity shall provide a report of the audit to the Board of Directors in a timely manner so as to be available for publication in the Spring edition of The Chronicle.

ARTICLE VII – Committees

Section 1. The membership may establish necessary committees at any meeting. The President may also establish such committees. Committee chairpersons may be selected by the committee - pending board approval or appointed by the President.

Section 2. No report or other action of a committee of the Association shall be considered as an act of the Association unless it has been approved by the Board of Directors at the monthly meeting or by the general membership at the Annual Meeting.

Section 3. A Nominating Committee shall consist of three active members of the Association, knowledgeable of Board member requirements and provisions of the Bylaws. The Committee shall be elected by the Board of Directors at the regular Board meeting or a Special Board meeting in October. The Nominating Committee shall submit at least one name for each office to be filled. The purpose of the Nominating Committee is to develop a complete slate of best-qualified candidates to foster the Objectives of the Association for the next year. Only active members of the Association are eligible to be candidates. Active members who independently wish to serve shall announce their candidacy by informing the President during the months of October or November, independently of the Nominating Committee. Nominees and self-declared candidates shall submit a written summary of their qualifications of not more than 100 words to the President prior to December 1. Those summary biographies of the nominees from the committee and from the self-declared candidates shall be printed in the Winter edition of The Chronicle, the official quarterly publication of the Association, prior to the next immediate Annual Meeting. The report of the Committee along with the names of the self-declared candidates, shall be presented to the Board of Directors at the December meeting and the results included in the ballot published in the Winter edition of The Chronicle. No name shall be placed in nomination without the consent of the nominee.

Article VIII – Meetings

Section 1. Robert’s Rules of Order shall govern all Association meetings.

Section 2. The Board of Directors shall meet monthly to conduct the business of the Association at a time and place as determined by its members. All Board members (and general members) shall be notified of meeting times and places in advance.

Section 3. **Annual Meeting.** An Annual Meeting of the membership shall be held in January and shall be for the purpose of receiving the report of the President and Treasurer and for any other business that may arise. The time and place of the Annual Meeting shall be announced to each resident within the Association’s boundaries by mail, delivered handbills, newsletter, or conveniently posted sign.

Section 4. **Special Meetings.** Special Meetings may be called by the President, a majority of the Board of Directors or upon the written request of fifty active members of the Association. The purpose of the meeting shall be stated in the call. Notification of Special Meetings shall be provided to the membership via The Chronicle, e-mail, or mail. When deemed appropriate by the Board of Directors and after proper notification, active members may vote by mail on issues requiring action by the membership.

Section 5. **Quorum.** Those active members who attend the Annual or any Special Meeting, provided that it is a stated meeting or one that has been properly called and advertised; or those active members voting by written mail-in ballot when it is deemed appropriate by the Board of Directors in lieu of conducting an Annual or Special Meeting, shall constitute a quorum. A quorum of the Board of Directors shall require five (5) members.

Section 6. **Voting.** All votes shall be decided by a majority of the active members present at any meeting. No member may vote by proxy.

ARTICLE IX - Dissolution

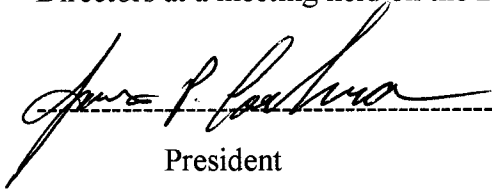
Upon dissolution of this Association, disposition of funds and other assets shall be accomplished in accordance with applicable Federal, State, and City of Albuquerque Coalition of Neighborhoods requirements.

ARTICLE X – Amendment of Bylaws

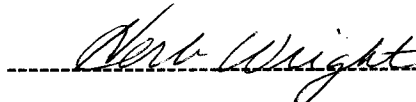
These Bylaws may be amended by a majority vote, if notice of the Amendment shall have been published in The Chronicle, the official publication of the Association. Suggestions from active members regarding the wording of proposed changes, revisions, or opposition shall be submitted in writing to the President at least seven (7) days prior to the Annual or Special Meeting or written mail-in ballot at which time a vote on the proposed Amendment(s) shall be taken.

CERTIFICATION

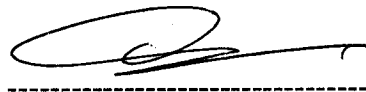
I certify that the foregoing Bylaws were adopted and ratified by the active members of the Four Hills Village Association on the 26th day of January 2019 and were adopted and ratified by the Board of Directors at a meeting held on the 26th day of February in 2019.



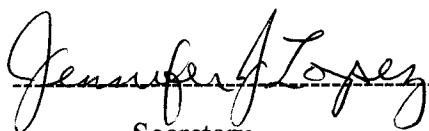
President



Vice President



Treasurer



Secretary

2019 Board Roster

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|----------|----------|--------------------------|--|--------------|-------------------------|
| Linda | Andrews | 1536 Stagecoach Ln SE | ljandrews01@hotmail.com | 505-350-4493 | Member at Large |
| Steve | Brugge | 803 Mavericic Trl SE | spbrugge@gmail.com | 505-271-9273 | Parks & Open Space |
| Jim | Cochran | 1600Wagon Train Dr SE | fhvapresident@gmail.com | 505-710-7094 | President |
| George | Gibbs | 1320 Stagecoach Rd SE | ggibbs3@msn.com | 505-275-9182 | Security & Over Flights |
| Lynda | Hartman | 1812 Pedregoso Ct SE | lyndahartman@me.com | 505-850-8099 | Public Relations |
| Linda | Konkel | 1016 Wagon Wheel SE | marlin2354@msn.com | 520-334-8695 | Publications Director |
| Andrew | Lipman | 709 Wagon Train Dr SE | aman328@aol.com | 505-480-9883 | Government Affairs |
| Jennifer | Lopez | 713 Stagecoach Rd SE | jessl@q.com | 505-269-7753 | Secretary |
| Linda | Martinez | 1207 Cuatro Cerros Tr SE | lam0426@msn.com | 505-385-2117 | Web-master |
| Charley | Rhodes | 1812 Pedregoso Ct SE | crhodes@cybermesa.com | 505-660-6582 | Treasurer |
| Herb | Wright | 712 Stagecoach Rd SE | herbwright@peoplepc.com | 505-922-0976 | Vice President |