

Edgemoor Neighborhood Association (ENA)  
Standing Rules of Procedures  
2014/2015

Address:

P O Box 4420  
Bellingham, WA 98227

Dues:

Dues will not be collected while the association is getting reimbursement from the city.  
Donations are welcome.

Meetings:

*Day:* ENA meetings shall be held quarterly, on the first Thursday of March, September, and December.

The June meeting shall be designated the Annual Meeting (Time/Place/Date TBA)

*Time/Place:* Meetings shall start at 7:00pm in the Library at Fairhaven Middle School.

Executive Committee:

The Officers of ENA are the President (Lylene Johnson), Vice President (Sandi Koplowitz),  
Co-Secretaries (Barbara Levin and Lauri Grove), Treasurer (Diane MacLean), and  
MNAC Representative (Diane MacLean)

- An office may be shared by more than one board member
- The MNAC alternate is appointed by the board and is an ex-officio board member. He/She must be an ENA member, but does not need to be elected by the membership, is not required to attend board meetings, but is welcome to attend. He/She reports at the next board or membership meeting following attendance at an MNAC meeting in place of the MNAC representative. The MNAC alternate has all rights to discuss, make a motion and vote on motions at board and membership meetings.

Criteria have been established for the following Committees:

Membership/Communication: (Chairman – Sandie Koplowitz)

- Maintain a mailing list of the membership complete with name, address, phone number and email address
- Maintain effective communication with membership through web content, monthly newsletters, signs, flyers and other means.

Safety:

- Provide a forum for discussing traffic and safety issues affecting the neighborhood
- Recommend possible solutions and organize action

Hospitality:

- Promote hospitality opportunities for residents of Edgemoor
- Organize social events

Growth/Land Use:

- Stay informed of growth and land use issues affecting Edgemoor
- Educate members on these issues
- Recommend possible solutions

Finance: Consists of Committee Chairs to work with the Treasurer to develop a budget

Community Representatives:

Any official ENA participation in a community group shall be determined by the Board who shall designate a representative to attend meetings and report back to the membership.

- The Coalition of South Side Neighborhoods (CSN) Representative: ENA President

Quorum:

A simple majority of board directors shall establish a quorum at General Monthly meetings. The presence of at least 12 members of the association shall constitute a quorum of the membership at Annual meetings provided there is a majority of the Board present.

Disbursements of Funds:

Any and all disbursements of funds shall be made by the Treasurer with approval by the Board. Officers authorized to sign ENA checks shall be the President, Secretary, and the Treasurer. ENA signature cards, saving and checking accounts shall be held at People's Bank located inside the Haggens Fairhaven Market.

