

# North Westdale Neighborhood Association Bylaws – Draft Revision –

## May 8th, 2006

### ARTICLE I NAME and GEOGRAPHIC BOUNDARIES

The name of this Association is the **NORTH WESTDALE NEIGHBORHOOD ASSOCIATION** hereinafter referred to as the **NWNA**.

The geographic boundaries are defined as follows: The area bounded by the 405 Freeway to the east, National Boulevard to the south, Centinela Avenue / Bundy Drive (Centinela Avenue North of Ocean Park Blvd. and Bundy Drive South of Ocean Park Blvd.) to the west, and the Santa Monica Freeway to the north. See Map - Appendix A

### ARTICLE II PURPOSES and POLICIES

**Purposes and Policies:** The NWNA serves and addresses issues of the community within its boundaries, as defined in Article I, including the following methods:

- A.** *To* promote efforts to improve and/or maintain health, safety, security, and quality of life within our community.
- B.** *To* work actively with the LAPD to reduce crime in the neighborhood.
- C.** *To* inform, outreach and encourage participation in the NWNA to *all* residents within the defined boundaries.
- D.** *To* advocate on behalf of the neighborhood to government and others regarding issues that are deemed important by the NWNA.
- E.** *To* be an open and democratic forum for issues of concern to the neighborhood.

### ARTICLE III MEMBERSHIP

**NWNA membership** is open to all residents within the geographic boundaries.

**ARTICLE IV**  
**NWNA STRUCTURE**

**Structure:**

*Officers*

**President:** Maintain the NWNA official records; Moderate NWNA General Meetings; Receive and disseminate information on behalf of the NWNA. Be the official representative of the NWNA or appoint representation on their behalf. Provide an agenda for NWNA General Meetings to be included in the newsletter and posted on the website. Appoint officers to vacant office positions, when needed.

**Vice President:** Assist the President in performing the duties of the president; Moderate meetings when the President is not able to. Gather and present LAPD crime statistics at each General Meeting or appoint an alternate to do so. Establish committees as needed.

**Secretary:** Take minutes of the General Meetings; Receive Committee minutes; Forward copies to other officers for review. Forward approved minutes to be posted on the website.

**Treasurer:** Maintain financial records; deposit and disperse funds (President will co-sign out-of-the-ordinary disbursements over an amount to be determined by the Budget Committee); Present the annual Treasurer's report. Forward a detailed copy of the annual report to be posted on the website.

*Block Captains*

**Block Captain Leader(s)** (number to be determined) are volunteer positions: Maintain and disseminate an updated list of Block Captains and alternates with contact information. Oversee and check that newsletters are delivered in a timely fashion. The Block Captain Leader will propose at General Meetings, changes to the Block Captains as needed.

**Block Captains and Alternates** are volunteer positions: Collect dues; Distribute newsletters and flyers; liaison between their block and the NWNA. Block Captains do not have to live on the block where they serve. Priority will be given to residents of the street. Block Captains should make every effort to attend General Meetings.