

**BY-LAWS OF THE
HUNTSVILLE COMMUNITY WATCH ASSOCIATION
(Last revised: April 2007)**

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Article I - Address

A mailing address of the Huntsville Community Watch Association (HCWA) has been established and shall be maintained at 2105-B Mastin Lake Road, Huntsville, AL 35810

Article II - Purpose

HCWA is a non-profit organization. The purpose of the Huntsville Community Watch Association shall be to promote the formation of community watches throughout the City of Huntsville to encourage citizens to assist the police department in combating crime, educating the public, and to coordinate and cooperate with the police department in establishing rules and guidelines for community watch programs.

The purpose of HCWA shall be exclusively religious, charitable, scientific, literary, and educational; within the meaning of section 501(c)(3) of the Internal Review Code of 1954 or the corresponding provision of any future United States Internal Revenue Law.

Article III - Fiscal Year

The fiscal year of HCWA shall be October 1st to September 30th.

Article IV - Membership

Section 1- Qualification

Any group of citizens which establishes a community watch group shall become a member of HCWA when the watch activity becomes functional under the guidance of HCWA. Any exceptions will be reviewed by the Board on a case-by-case basis.

Section 2 - Disqualification

A watch group shall cease to be a member of HCWA when the watch activity ceases to be functional.

Section 3- Privileges

A watch group shall be privileged to participate in membership of HCWA and to receive the mailings of the association.

Section 4 - Representatives

A watch group may be represented at meetings of HCWA by the coordinator of the group or a designated representative. The coordinator shall be the voting representative, but may delegate that privilege.

Article V - Board of Directors

Section 1 - Number

The HCWA Board shall consist of no more than twelve members, no more than two of whom shall be from any one watch as long as they are not the same household. They must also be an equal representation.

Section 2 - Terms

The term should only refer to Board Officers. The term of office for each officer shall be one year. The terms shall be limited to six for each officer. A one-year hiatus must be taken after a six-year maximum term, which time they may return to an office. The term of officer for each office shall be one year.

Term limits are as follows

President-	6 years	Secretary-	6 years
Vice President-	6 years	Treasurer-	6 years

Section 3 - Election

The election of members to the board shall take place at the October general meeting of the membership.

Section 4 – Nominations

Candidates for election to the Board shall be submitted each year to the membership by the HCWA nominating committee. Board member candidates may be nominated from the floor at the membership meeting. Each nominee shall be the representative of a watch group and shall confirm his/her willingness to serve if elected.

Section 5 - Duties

It shall be the duty of each member of the board to attend meetings of the board, and to act as the chairman of a committee when appointed as such.

Section 6 - Removal

A member of the board may be removed or asked to resign from the board for unsatisfactory performance of duties. Unsatisfactory performance includes: physical or mental inability to perform, malfeasance, or three consecutive unexplained absences of meetings. A vote of the majority members of the Board is required.

Section 7 - Vacancies

A vacancy on the board may be filled by the appointment of a representative of a watch group to complete the term of the vacating member of the board, by the action of a majority vote of the board.

Section 8 - Exempt Activities

Notwithstanding any other provision of these by-laws, the board of directors shall not carry on any other activities not permitted to be carried on by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1954 or the corresponding provision of any future United States Internal Revenue law.

Section 9 - Officers

The officers of HCWA shall be president, a vice president, a secretary, and a treasurer. The officers shall be members of the board, elected by the board, at a meeting of the board held during the first quarter of a fiscal year.

Section 10 - Duties of Officers

President: The president shall preside over meetings of the board and meetings of the membership and other functions as appropriate, coordinate functions of HCWA.

Vice President: The vice president shall preside in the president's absence and assist the president in coordinating HCWA activities.

Secretary: The secretary shall maintain minutes of meetings. The secretary will send correspondence and notices of meetings and will maintain all correspondence

Treasurer: The treasurer shall maintain HCWA's financial records and report on the financial status of the association at meetings. The treasurer shall maintain the checking account, deposit all HCWA funds into the account, and make all HCWA disbursements from that account as directed by the board. All checks will require signatures by two officers.

Article VII- Committees

Section 1 – Chairmen and Members

The chairman of each committee shall be appointed by the board.

Section 2 - Standing Committees

The board may establish and maintain standing committees for publicity, finance, and education.

Publicity: The publicity committee shall extol, through various media, the virtues of community watches and of being involved in community watches.

Finance: The finance committee when deemed necessary may seek financial assistance through donations: from the business and professional communities, from other social and service organizations, and from the municipalities.

Education: The education committee shall provide for continued education of the citizens, in crime prevention in the community, in coordination and cooperation with the police department.

Section 3 - Ad Hoc Committees

The board shall establish ad hoc committees as required, such as: nominating, by-laws, and procedures.

Article VII- Meetings

Section 1 - Meetings of the Board

The president shall call a monthly meeting of the board.

Section 2 - Meetings of the Membership

The president shall call a bi-annual meeting and meetings as needed.

Section 3 - Quorum of Meetings

A minimum of two officers, one half of the existing board membership shall be present at any HCWA meeting in order to conduct businesses of the association. At membership meetings, representatives from at least ten percent of the membership constitute a quorum.

Section 4 – Committee Meetings

The chairman of a committee shall call meetings of the committee as needed.

Article VIII - Finance

Section 1- Income

Primary source of funds are provided by the City of Huntsville. The amount is to be determined annually. Donations from watch groups and other sources are neither solicited nor discouraged. The board or committee thereof may arrange donations from other sources.

Section 2 - Expenses

No watch group shall receive financial assistance from HCWA. No member of the board, or of any watch group, shall receive monetary reimbursement for his/her efforts from HCWA. The treasurer of HCWA for expenses or contributions authorized by the board may reimburse any member of the board or of a watch group.

Article IX - Amendments

Section 1 - Proposal

Any board member or representative of a watch group may propose an amendment to these by-laws at any meeting of HCWA. All proposals must be submitted in writing.

Section 2 – Resolution

Any resolution to amend these by-laws shall be passed by a majority vote of the board.

Section 3 - Ratification

These by-laws shall not be amended until approved by a majority vote of the representatives present at a meeting of the membership, provided that the entire membership has been notified in writing of the intended action at least seven days to the date of the meeting.