

**GREATER INWOOD
SUPER NEIGHBORHOOD COUNCIL
BY-LAWS**

Article I. – Name

The name of the Council shall be the Greater Inwood Super Neighborhood Council. These By-Laws replace the existing By-Laws as recorded by the City of Houston on April 14, 2000. This council is established in accordance with Chapter 33 Article 8 of the City of Houston Code of Ordinances.

Article II. – Boundaries

The Greater Inwood Super Neighborhood is generally bounded as set forth in the attached map as defined by the City of Houston.

Article III – Definitions

The following definitions pertain to terms contained within the Greater Inwood Super Neighborhood By-Laws:

Super Neighborhood – shall refer to the conglomeration of smaller, contiguous communities grouped together that fall within the boundaries set forth in Article II above.

Super Neighborhood Council -- shall refer to the group of delegates appointed in the manner stated in these By-Laws to represent the stakeholder organizations existing within the Super Neighborhood boundaries cited in Article II above. The make-up and voting authority of the Council is set forth in subsequent provisions herein.

Stakeholders -- shall refer to the residents and/or organizations situated in and owning property within the Super Neighborhood boundaries cited in Article II above, including but not limited to, civic associations, non-profit organizations, faith-based institutions, school districts, and/or businesses.

Active and Participating Stakeholder Organizations – shall refer to those stakeholder organizations appointing a delegate in accordance with these By-Laws to represent their community or organization on the Super Neighborhood Council.

Delegate – shall refer to the individual(s) appointed as designated stakeholder representative(s), in the manner set forth in these By-Laws.

Quorum – a quorum of the Council shall consist of any number of the Council members present as long as the agenda is submitted/posted on/at the location/site as determined by the Council at least 72 hours in advance of any meeting.

Article IV Purpose

Section 4.1 – The Greater Inwood Super Neighborhood Council is organized for charitable, civic, educational, cultural, and general community improvement purposes, including one or more of the purposes specified in Section 501(c)(4) of the Internal Revenue Code, or corresponding section of any future federal tax code. An application may be filed with the Internal Revenue Service for the 501(c)(3) or 501(c)(4) non-profit status, if and when so determined by the Council. The general purpose and power of the non-profit corporation, once established, is to have and exercise all rights and powers conferred on non-profit corporations under the Texas Non-Profit Corporation Act and other laws of Texas, of those powers which may hereinafter be conferred.

Section 4.2 -- The general purposes for which this Council is organized shall be to promote the civic betterment and social welfare and well-being of those residents, business and property owners, and other stakeholder groups within the boundaries of the Super Neighborhood, and to promote and engage in activities for the use and benefit of all stakeholders within the Super Neighborhood, including but not limited to:

- To seek a consensus and provide citizens with opportunities to advise the Houston City Council, Mayor's Office, and other entities on issues important to the Super Neighborhood
- Undertake a wide range of neighborhood improvement projects determined by the members
- With cooperation from the City of Houston, identify and develop solutions to mutual problems, and develop Super Neighborhood Action Plans (SNAP) to address them.

Article V – Membership

Section 5.1 - The Greater Inwood Super Neighborhood Council shall be governed by a Council composed of the duly designated delegates of eligible organizations such as civic associations, non-profit organizations, faith-based institutions, school districts, and/or businesses that are stakeholders in the Greater Inwood Super Neighborhood area.

Section 5.2 - Participation in the Greater Inwood Super Neighborhood Council shall not be limited by the imposition of membership requirements or fees by either the Super Neighborhood Council or participating organizations.

Section 5.3 - The Greater Inwood Super Neighborhood prohibits the exclusion of any individual or organization based on race, age, creed, color, religion, gender, sexual orientation, or national origin from participating in super neighborhood council activities or serving as a council member.

Section 5.4 - It shall be the right of any stakeholder within the super neighborhood to be represented, either through new or existing organizations.

Article VI – Council Seats

Section 6.1 - A delegate to the Council must be a designated stakeholder representative of the organization they represent. All residential delegates shall live within and/or own residential property within the boundaries of the Super Neighborhood.

Section 6.2 - The number of seats and the manner in which they are elected may be amended in the same manner as the By-Laws may be amended.

Section 6.3 – Each stakeholder organization or entity with a seat on the Super Neighborhood Council shall be allowed **one vote** which shall be cast by the stakeholder delegate, or in his/her absence, by a designated alternate. Each represented stakeholder on the Greater Inwood Super Neighborhood Council shall provide the Council an authorization letter indicating their elected/appointed delegate and alternate delegate(s).

Section 6.4 – The Greater Inwood Super Neighborhood Council shall initially consist of the following active and participating stakeholder organizations, each having one vote on all matters brought before the Council:

{See Exhibit A}

Article VII – Officers

Section 7.1 - The elected officers of the Greater Inwood Super Neighborhood Council shall be the President, Vice-President, and Secretary. The Executive Committee shall constitute the elected officers of the super neighborhood council.

Section 7.1.1 – The Executive Committee shall schedule and convene Super Neighborhood Council meetings and between meetings of the Council, act in its behalf to approve and set policies, evaluate projects, communicate with City government and City Council members, communicate with the Super Neighborhood Liaison, promote participation in City governance, and establish committees to carry out these and other functions as needed.

Section 7.2 - The President shall preside over all general meetings and any executive committee meetings. The President shall have the authority to conduct meetings and to maintain order.

Section 7.3 – The Vice-President shall preside at meetings in the absence of the President. This office shall assist the President and shall perform various duties.

Section 7.4 - The Secretary shall keep an accurate record of proceedings of all meetings, act as custodian of current records, and file and maintain up-to-date membership lists and attendance records, including any lists or records generated through email and other computer-based sources. The Secretary shall review and attend to all in-coming and out-going correspondence of the Council, including correspondence generated through e-mail and other computer-based sources.

Section 7.7 - All officers shall be elected to a one-year term at the regular annual meeting by a simple majority of the members of the Council. Officers shall be installed at the annual meeting.

Section 7.11 - A vacancy in an office shall be filled by a special election by a majority of the members of the Council. Officers elected to fill vacancies shall assume office following the special election and shall hold office until the next regular election of officers.

Section 7.12 - Any officer, who fails to meet the obligations and responsibilities of their office, may be removed from office by a majority vote of the Super Neighborhood Council.

Article VIII Committees

Section 8.1 – Committees shall be established as the need arises by the Council.

Section 8.2 – The Council members shall appoint the committee chairperson. The committee chairperson shall be a delegate of the Council.

Section 8.3 -- Committee members need not be Council members, however, they must be a stakeholder, and must be approved by the Executive Committee.

Article IX Meetings

Section 9.1 - The meetings of the Super Neighborhood Council shall be held quarterly, including the annual meeting, at a time and place to be designated by the Council. A quorum is required for the transaction of business at any meeting. All Super Neighborhood Council activity will be conducted in open meetings where community stakeholders may observe discussions and participate under defined circumstances.

Section 9.2 - In the event that any meetings fall on a legal holiday, the time and date of the meeting shall be set by the President with the consent of the Council.

Section 9.3 – An individual wishing to address the Super Neighborhood Council shall sign a “Speakers List” at the beginning of the meeting and shall be allowed three (3) minutes to speak, unless the Council desires more information from the speaker.

Article X – Procedures

The most current edition of “Robert’s Rules of Order” shall be the guide for procedure in all points of order not covered by the By-laws.

Article XI – Amendment of By-Laws

These By-Laws may be amended from time to time on an as needed basis by resolution in writing, presented at a meeting of the Greater Inwood Super Neighborhood Council, read, posted, and approved by a two-thirds (2/3) majority vote at the general meeting at which a quorum is present.

Exhibit A

Attached as part of the Greater Inwood Super Neighborhood Council By-Laws (Sec. 6.4)

Stakeholders: one (1) vote each	
Residents, Civic Clubs, Non-Profit/Not For Profit Associations:	
Amir Apartments	Inwood Village FourPlexes
Arbor Oaks Civic Club	Inwood West Community Improvement Association
Asbury Park Apartments	Linda Vista Apartments
Aspen Apartments	Los Piños Verdes Apartments
Avery Park Apartments	Luxor Park & Rancho Verde Apartments
Bayou Bend	Northwest Pines Apartments
Candlelight Forest Civic Club	Oak Villa Apartments
Candlelight Forest West	Oaks of Inwood
Candlelight Oaks Village/ Candlelight Oaks Village Maintenance Fund, Inc.	Oaks of Inwood Community Improvement Association
Casa Grande Apartments	Oakwood Gardens Apartments
Chateau Forest	Pepper Tree Manor
Diamond Ridge Apartments	Rosslyn Heights Quadraplexes
Falls on Antoine	Sheraton Oaks
Forrest Lake Townhouse Association	Stone Brook Village
Holly View Apartments	Streamside Place Apartments
Hunters Cove Apartments	The Park at Live Oak
Huntington Park Condos	The Reserve at White Oak Apartments
Inwood Forest Community Improvement Association	Villa Nueva Apartments
Inwood Forest Townhomes Association	Whisper Walk Townhomes Owners Association
Inwood Forest Village	Woodcreek of NW Crossing
Inwood Grove Apartments	Woodland Trails
Inwood Homeowners Association	Woodland Trails North
Inwood Pines	Yorkwood Civic Club
Inwood Place Apartments	
Others Located or Operating In the Super Neighborhood:	
Community Development Corporations	Business Associations
School Districts or Systems	Faith-Based Institutions
Other Institutional Organizations	