



**BYLAWS  
Of the  
WHITNEYVILLE CIVIC ASSOCIATION**

*Revisions accepted July 1984, October 1990 and October 1994, October 2003  
Updated digitally March 2003*

**Article I — Name**

The name of this organization shall be THE WHITNEYVILLE CIVIC ASSOCIATION.

**Article II — Area**

Boundaries of the Association shall be as follows:  
*(Map appended to end of document)*

East — New Haven City Line to Whitney Avenue Bridge over Lake Whitney between Servoss and Waite Streets, using the center of the Mill River and Lake Whitney as the boundary line.

North — Whitney Avenue Bridge, point of East Boundary to the New Haven Railroad tracks, using the center of Lake Whitney as a projected boundary line.

West — New Haven Railroad tracks from projected point in North boundary.

South — No defined line for the Southern Section, but not to exceed any point beyond the New Haven City line.

**Article III — Purpose**

This shall be an Organization of the Citizens of Whitneyville, Hamden, Connecticut, dedicated to the preservation of the residential character of the neighborhood, and for improvement of health, safety, and general welfare of the residents, compatible with the needs of the community.

**Article IV — Membership and Dues**

Sec. I — Any property owner, or any resident and any owner of an established business within the Whitneyville Community, eighteen years of age or older, owning property, or living or located on property within the Association Area, shall be eligible for membership in this Association.

Sec. II — There shall be an annual fee or schedule of fees as may from time-to-time be proposed by the Executive Board and approved by the membership at a Regular Meeting. Payment of said fee shall entitle the payee and any other member of his or her family unit who has otherwise qualified for membership.

Sec. III — Fees shall be due each calendar year on or before January of current year.



## **Article V — Officers**

The officers of the Association shall be: President, Vice-President, Recording Secretary, Corresponding Secretary and Treasurer.

## **Article VI — Duties of Officers**

Sec. I — The PRESIDENT or, in event of absence, VICE-PRESIDENT, shall preside at all meetings of the Association and of the Executive Board. In an extended absence of the President, the Vice-President shall act as President, or, if the Vice-President declines, the Executive Board shall appoint an Acting President for the duration.

Sec. II — The RECORDING SECRETARY shall keep an accurate record of the proceedings of all regular, special and Executive Board meetings of the Association and shall keep records of all reports of Committees given by the Committee Chairman, after they have been presented to the Organization and acted upon and shall report on the Minutes of the previous regular and special meetings of the Organization and shall keep a current list of members.

Sec. III — The CORRESPONDING SECRETARY shall be responsible for all official correspondence between the Association and its Addressees and keep a permanent file of all Publications, Documents, Papers etc. issued or received.

Sec. IV — The TREASURER shall collect all monies due the Association and deposit them in the name of the “The Whitneyville Civic Association” in a Bank or Trust Company, designated by the Executive Board and shall keep regular accounts and submit them to the Executive Board whenever required. The Treasurer or, in event of absence, the Vice-President shall make all disbursements of the Association. Prior to the Annual Meeting the President shall appoint two members to audit the records of the Treasurer and these two members shall report their findings in writing at the annual Meeting.

Sec. V — Each officer shall turn over to their successor within 15 days following the Annual Meeting, all monies, properties or effects belonging to the Association.

## **Article VII — Executive Board**

Sec. I — The Executive Board shall be composed of the officers of the Association and the Chairmen of all standing committees and the immediate Past President.

Sec. II — The general management of the Association shall be vested in the Executive Board and its recommendations shall be brought before the membership for approval.

Sec. III — Any member of the Association, twenty-one years old or over, is eligible for office on this board.

Sec. IV. — Any member of this Board who is absent for three consecutive meetings without good cause shall forfeit that office.



### **Article VIII — Committees**

Sec. I — The number of standing committees shall be determined annually by vote of the general membership at the Annual Meeting. The Executive Board should be prepared to present its recommendations for standing committees to the membership at the Annual Meeting.

Sec. II — The Chairman of each standing committee shall be appointed by the President and with the approval of the Executive Board.

Sec. III — The Chairman of each standing committee shall appoint the members of the committee with the approval of the Executive Board.

Sec. IV — The Chairman of each standing committee (except special committees) shall be a voting member of the Executive Board.

Sec. V — The appointment of a temporary committee, its chairman and members, shall be the duty of the President.

### **Article IX — Elections and Nominations**

Sec. I — Officers of the Association shall be elected for terms of two years.

Sec. II — With the exception of the Treasurer, officers may not hold their respective offices consecutively for more than one term.

Sec. III — The President, Corresponding Secretary, and Treasurer shall be elected at the annual Meeting on the odd numbered years.

Sec. IV — The Vice-President and Recording Secretary shall be elected at the Annual Meeting on the even numbered years.

Sec. V — The Executive Board shall nominate candidates for the appropriate offices of the Association depending upon whether it is an odd or even numbered year and communicate these nominations to the membership prior to the annual Meeting. In so far as possible, the Board shall see that all areas of the Association are represented.

### **Article X — Meetings**

Sec. I — The Association shall meet at least once each year in addition to the annual Meeting, normally during the fall or winter.

Sec. II — The Fiscal Year of the Association shall begin the day following the Annual Meeting and end the day of the next annual Meeting.

Sec. III — The Annual meeting shall be held between April 15 and June 15 of each year for the purpose of (1) hearing the reports of the officers and committees, (2) to elect officers and (3) for other purposes as the Executive Board may deem necessary.



Sec. IV — The President, with the advice of the Executive Board, shall set the date of the above meetings and the Recording Secretary shall give notice at least one week in advance.

Sec. V — The Executive Board shall meet, as designated by the President, at least four times a year.

Sec. VI — Special meetings may be called by the Executive Board or by the Recording Secretary at the written request of 10% of the membership. In the event of the absence of the Recording Secretary, any officer may call the special meeting.

#### **Article XI — Voting**

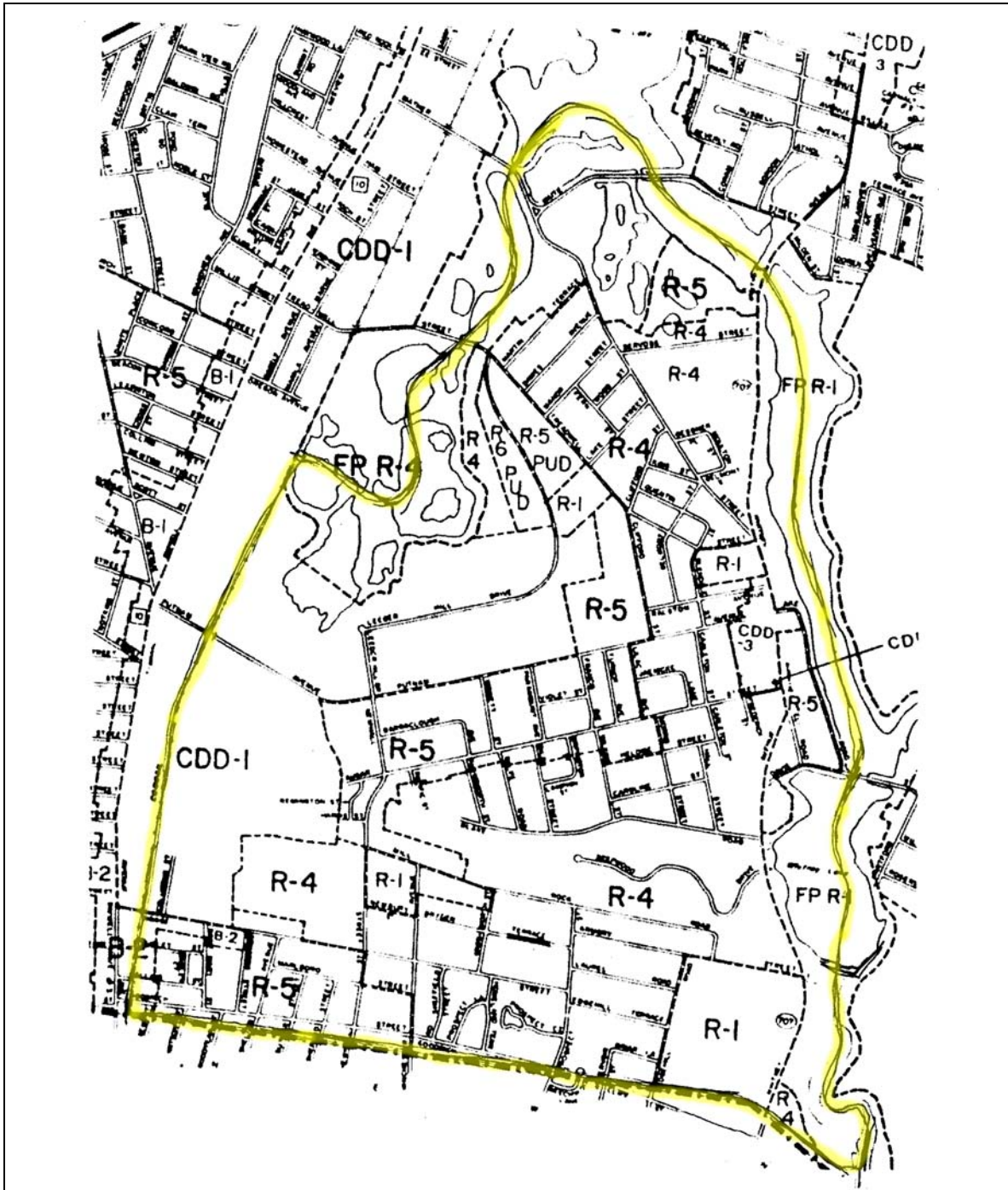
Sec. I — A simple majority vote of members present and voting at any meeting shall be sufficient to pass ordinary motions pertaining to regular activities within the Organization providing a quorum of 10% of the membership or thirty members are present (whichever is smaller).

Sec. II — A two-thirds affirmative vote of members present at any meeting shall be required for the adoption of any special Resolution.

#### **Article XII — Amendments**

Sec. I — any proposed alteration, amendment, repeal or additions to these By-Laws must be submitted in writing to the Recording Secretary. After being read by the Secretary, or designated substitute, at a regular meeting, the proposed alteration, amendment, repeal or addition must be laid on the table until the next regular meeting.

Sec. II — A two-thirds affirmative vote of members present shall be required to authorize such alternation, amendment, repeal or addition, providing a quorum of 10% or thirty members, whichever is smaller, is present at the meeting.



**Whitneyville Civic Association / Boundaries**

**Current from July 1984 — March 2003**