



EAST SIDE NEIGHBORS ASSOCIATION

E. S. N. A.

EASTSIDE NEIGHBORS ASSOCIATION BY-LAWS

Adopted June 10, 2009

Amended June 1, 2010

Amended June 10, 2015

President	Roger Spitz
Vice President	Curtis Hetrick
Recording Secretary	Dean Reynosa
Corresponding Secretary	Pam Boweman
Treasure	Karen Pittelli

EASTSIDE NEIGHBORS ASSOCIATION MISSION STATEMENT

The mission of the East Side Neighborhood Association is to address local concerns, to provide information, and to unite and improve our neighborhood with the assistance of the Carlisle Police Department, Borough Council and other Carlisle Borough departments.

Revision History

Date	Author of Revision	Description of Change
01/06/2010	Curtis Hetrick	Updated 2010 President, Vice President, and Recording Secretary Names
2/9/2011	Curtis Hetrick	Updated 2011 President, Vice President, and Recording Secretary Names
02/15/2015	Curtis Hetrick	Updated 2015 President, Vice President, and Recording Secretary Names

ESNA Board Member History

2009	President	Roger Spitz
2009	Vice President	Curtis Hetrick
2009	Recording Secretary	Dean Reynosa
2009	Corresponding Secretary	Pam Bowman
2009	Treasurer	Karen Pittelli
2010	President	Curtis Hetrick
2010	Vice-president	Pastor Tim Keller
2010	Recording Secretary	Heather Reynosa
2010	Corresponding Secretary	Pam Bowman
2010	Treasurer	Karen Pittelli
2011	President	Curtis Hetrick
2011	Vice President	Denny Minnich
2011	Recording Secretary	Shari Minnich
2011	Corresponding Secretary	Pam Bowman
2011	Treasurer	Karen Pittelli
2012	President	Denny Minnich
2012	Vice President	Curtis Hetrick
2012	Recording Secretary	Shari Minnich and Laura Beaver
2012	Corresponding Secretary	Pam Bowman
2012	Treasurer	Karen Pittelli
2013	President	Denny Minnich
2013	Vice President	Curtis Hetrick
2013	Recording Secretary	Shari Minnich and Laura Beaver
2013	Corresponding Secretary	Pam Bowman
2013	Treasurer	Karen Pittelli
2014	President	Curtis Hetrick
2014	Vice President	Shari Minnich
2014	Recording Secretary	Pastor Tim Keller
2014	Corresponding Secretary	Pam Bowman
2014	Treasurer	Karen Pittelli
2015	President	Curtis Hetrick
2015	Vice President	Shari Minnich
2015	Recording Secretary	Pastor Tim Keller
2015	Corresponding Secretary	Pam Bowman
2015	Treasurer	Karen Pittelli

ARTICLE 1

Section 1: This organization shall be known as East Side Neighbors Association of Carlisle, Pa and shall be here after known as the Association

Section 2: This Association has been established and exists by virtue of the people wanting to have a more secure life style, as well as, a safer and cleaner neighborhood. The ESNA will continue to communicate when appropriate with Carlisle borough officials regarding issues of public concerns, welfare and/or impact(s).

ARTICLE II

Section 1: The objective of this association is to bring about unity within our neighborhood.

- a] To improve living conditions with in our area
- b] To keep and maintain a safe, clean and respectful community
- c] To assist Carlisle borough police by actively identifying and effectively communicating issues that directly impact the safety and welfare of our community.
- d] To assist the borough codes enforcement office by actively identifying and effectively communicating issues that directly impact the safety and welfare of our community.
- e] To assist the Carlisle borough council when applicable and beneficial to our neighborhood.

Section 2: This Association shall endeavor to accomplish the foregoing objectives by working together for the betterment of the community as a whole.

- a] To provide continuing ESNA communication regarding neighborhood issues (potential and current), proactive feedback, and progress status.
- b] To welcome new tenants to our neighborhood and encourage their personal involvement as an active member in the ESNA.

ARTICLE III HEADQUARTERS

Section 1: The headquarters and main office of this Association may be designated by its membership.

ARTICLE IV MEETINGS

Section 1: All officers and committees of the Association are accountable to the membership of the Association and are subject to membership approval except as may otherwise be provided.

Section 2: The Association shall hold monthly meetings at a time and place approved by the membership.

Section 3: The President may call a special meeting of the Association. The president shall call a special meeting at the request of at least 10 members. All special meetings called for must be presented to the president. All members of the Association must be notified of the special meeting in a timely manner.

Section 4: A quorum of seven members must be present in person at any regular or special meeting before any Association business may be voted upon.

Section 5: No Association officer or committee member or any member shall act upon, or make an agreement or statements, or solicit in the name of the Association without first having the approval of the membership.

Section 6: Alcoholic beverages will not be permitted at any Association meetings. Nor will the Association purchase or supply any alcohol at any Association sponsored events.

Section 7: The order of the Association meeting shall be:

1. Introduction
2. Minutes from last meeting
3. Unfinished Business
4. New Business
5. Comments/Other Issues
6. Committee Reports
7. Next Meeting Date
8. Adjournments

Section 8: The rules of order covered by these by-laws of the Association shall be in accordance with Roberts Rule of Order.

ARTICLE V

MEMBERS

Section 1: MEMBER: A voting member of the Association is an individual who:

- a) Has a residence in the Borough of Carlisle between South Street and Route 11, and between Hanover Street and Spring Garden Road/Garrison Lane.
- b) Has paid the membership dues of \$5.00 per household per year. Any person that deems this to be a hardship may apply to the Association for relief. After notification of all Association members, and by a majority vote at a meeting, the Association may increase, decrease, or suspend yearly dues. Any one who joins the Association after October 31 and pays dues, shall be considered paid for the following year.
- c) Has attended at least 3 meetings in the preceding 12 months.

Section 2: ASSOCIATE MEMBER: An Associate member is an individual who wants to participate in Association meetings or activities, and who does not meet the requirements of membership. Associate members are not required to pay an initiation fee and are not eligible to vote.

ARTICLE VI

OFFICERS

Section 1: The offices of this Association shall be President, Vice President, Recording Secretary, Corresponding Secretary and Treasurer. The creation or elimination of any office requires the approval of the membership.

Section 2: NOMINATION AND ELECTIONS: Nominations for officers shall be held at the November meeting and held open until the December meeting. Then all officers shall be elected every year at the December meeting. Any officer may succeed himself or herself for re-election if duly nominated. No nominee shall be placed on the ballot unless they have signified their acceptance of the nomination either in person or by written notification submitted to the meeting at which nominations are made. Only votes for candidates duly nominated and properly placed on the ballot shall be counted. There shall be no proxy, write-ins or sticker voting.

Section 3: ELIGIBILITY: All members of the Association are permitted to cast their vote. There shall be one vote per member.

Section 4: TERM OF OFFICE: All officers shall hold office until their successors are elected and installed. All officers shall be installed at the next meeting after the election. The outgoing officers shall immediately turn over all papers, monies, rights, titles, chattels, books, records, property and assets belonging to the Association to their successor.

Section 5: VACANCIES: In the event of a vacancy it shall be the duty of the President to select a replacement for the unexpired term. If the vacancy is in the office of the President, the Vice President shall assume that duty for the unexpired term.

Section 6: DUTIES OF THE PRESIDENT: The President shall preside at all meetings of the Association and shall rule on all questions of law and order at such meetings. The president shall enforce the provisions of these by-laws. The president shall be an ex-officio member of all special and standing committees and shall appoint such committees as are not otherwise provided herein. They shall have the authority to inspect the books and records of the financial secretary. They shall cast a ballot only in case of a tie vote.

Section 7: DUTIES OF THE VICE PRESIDENT: The Vice President shall assist the President in the performance of his/her duties and shall act for the President in his/her absence. In the case of a vacancy in the office of President due to death, resignation, removal or any other reason, the Vice President shall assume the office of President for the unexpired term.

Section 8: DUTIES OF THE RECORDING AND CORRESPONDING SECRETARY:

The Recording and Corresponding secretary shall keep correct minutes of all meetings and shall be their responsibility that each set of minutes is signed by them and approved by the membership. They shall receive all communications to the Association and bring them to the attention of the membership and the appropriate officer at the next meeting of the Association.

Section 9: DUTIES OF THE TREASURER: The Treasurer shall receive all monies due to the Association, shall keep true and accurate accounts of all transactions, shall deposit said monies in the proper bank approved by the Association, and shall make monthly reports to be read to the membership at the monthly meetings for their approval. No bills shall be paid other than by checks, and all checks on behalf of the Association shall have two signatures - that of the President, Corresponding Secretary or Treasurer. All monies spent on behalf of the Association must have the approval of the membership before any action can be taken.

ARTICLE VII COMMITTEES

Section 1: All committees shall be appointed by the President of the Association to serve at his/her pleasure. Committee members shall serve without compensation unless otherwise directed by the Association membership or as stated in these by-laws.

ARTICLE VIII CONDUCT OF ELECTIONS

Section 1: The election of officers can be held by a count of hands or by secret ballot, but the method must be agreed upon before voting is commenced. The nominee with the most votes is the declared winner. Any nominee has the right to observe the counting of the ballots but without participating in said count. In case of a tie vote it shall be the duty of the President to cast the ballot to break the tie. It is the duty of all Association members to respect the rights of the majority of votes cast. Should there be any or all uncontested seats, then the Recording Secretary can cast 1 vote to elect all nominees.

ARTICLE IX BY-LAWS ADOPTION AND AMENDMENTS

Section 1: These by-laws shall become effective when ratified by a majority of members present at an Association meeting, and thereafter can only be amended by a majority of its membership after 1 year. The by-laws must be reviewed every five years.