

**BYLAWS
of the
HIGHLAND HILLS NEIGHBORHOOD ASSOCIATION
A Texas Nonprofit Association**

ARTICLE 1 - NAME

SECTION 1. The name of this organization shall be Highland Hills Neighborhood Association of San Antonio, Inc.

ARTICLE 2 - OFFICE

SECTION 1. The Association's principal office shall be reached at PO Box 23381, San Antonio, Texas 78223. The Board of Directors may designate another location at its discretion.

ARTICLE 3 - BOUNDARIES

SECTION 1. The boundaries of the association are: Beginning at the Northwest corner with the intersection of I-37 and Fair Avenue and proceeding South along IH37 to S. New Braunfels Avenue, continuing South on S. New Braunfels Avenue to SE Military Drive, continuing Eastward on SE Military to the Salado Creek, proceeding North up the Salado Creek to E. Southcross, proceeding West on E. Southcross to Pecan Valley Drive, proceeding North on Pecan Valley Drive to Golfview, then to Kashmuir, to Stringfellow, to Hiawatha and then to Clark Avenue, proceeding South on Clark Avenue to Fair Avenue, and proceeding West on Fair Avenue to point of beginning at IH37 at Fair Avenue.

ARTICLE 4 - PURPOSE

SECTION 1. The purpose of this organization shall be to create a beautiful, safe, and healthy environment, to provide a common voice for the betterment of the Highland Hills community, to provide a line of communication between citizens and governmental agencies, and to promote a spirit of community pride.

ARTICLE 5 – LEGAL STATUS

SECTION 1. The Association shall be a non-partisan, non-profit organization and shall not support candidates for public office. The Association may take positions on neighborhood issues by majority vote of the members in good standing in attendance. All approved actions to support a position will be carried out by the Board of Directors or its designated representative.

ARTICLE 6 – MEMBERSHIP AND DUES

SECTION 1. MEMBERSHIP CATEGORIES

There shall be three categories of membership in the Association: Regular, Business, and Sustaining, as follows.

a. A 'Regular Member' shall be a Family or Individual residing or owning property within the Association boundaries. A Family shall consist of two voting members. Upon full payment of dues for the current year, a Family membership and Individual membership shall have the privileges of voting, holding office or serving on committees and shall be considered a member in good standing.

b. A 'Sustaining Member' of the Association shall be any person, business or corporation, who maintains an interest in the Association and its purposes, but does not reside, own property, or operate a business within the neighborhood. A Sustaining Member shall have the privilege of regular Membership but cannot vote or hold office.

c. A 'Business Member' of the Association shall be any business or organization operating within the Association boundaries. A business entity shall be limited to one membership in the Association with the privilege of one (1) vote, except, at the discretion of the Board, a business may be granted an additional vote for a total of two (2) votes. There are two business categories: Business A is entitled to a business card size ad in the newsletter and Business B shall receive a one-line ad in the newsletter for each year of dues paid.

SECTION 2. MEMBERSHIP DUES

a. Annual dues for each category of membership shall be recommended by the Board of Directors and approved by a majority vote of the members in good standing in attendance at the meeting at which a dues change is to be considered. Dues shall be paid by January 1 for the following calendar year. Members shall be considered in arrears if their dues are not paid by April 1.

b. Membership Dues – Annual dues shall be as follows:

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|-------------------------|------------------|
| 1. Family or Individual | \$6.00 |
| 2. Sustaining | \$6.00 or more |
| 3. Business A | \$100.00 or more |
| 4. Business B | \$25.00 |

c. A new member first paying dues in November shall be deemed to be paying dues for the following year.

d. A new member first paying dues after July 1 shall be charged only \$3.00 for that year.

e. A membership in the Association is automatically terminated whenever any member is in default of payment of the annual dues and shall lose the privileges to vote or hold office in the Association.

ARTICLE 7 – MEETINGS

SECTION 1. Regular meetings shall be held on a date, time and place designated by the Board of Directors.

SECTION 2. Ten percent (10%) of current dues-paying members present at a meeting shall constitute a quorum.

SECTION 3. The Board of Directors shall meet as required, usually on a monthly basis, or as needed. These meetings shall be open and announced to all members of the Association.

SECTION 4. A Special Meeting may be called by the President or the Board of Directors. The purpose of the meeting shall be stated in the call.

ARTICLE 8 – BOARD OF DIRECTORS

The Board of Directors consists of the President, Vice President, Secretary and Treasurer. Each Director's duties are as follows:

SECTION 1. The President shall be the Chief Executive Officer of the Association and preside at all meetings whether regular, special or of the Board of Directors. The President may also appoint standing and special committees to help out on projects and programs.

SECTION 2. The Vice President, in the absence of the President, shall occupy such position and perform such duties and having the same authority as the President. In the event of incapacity of the Treasurer, the Vice President shall serve in the capacity of Treasurer.

SECTION 3. The Secretary shall keep the general Association records, including minutes of all meetings, committee appointments and correspondence. The Secretary shall keep an accurate list of all Association members in good standing.

SECTION 4. The Treasurer shall collect all dues and other monies and deposit the same in a financial institution in the Association's name. The Treasurer shall pay out all monies only on the authority of the Board of Directors. A separate accounting shall be made of designated funds; such funds may not be used for any other purpose.

SECTION 5. The Board shall have general supervision of the affairs of the Association between meetings and may make recommendations to the Association's membership and perform such other duties as are specified in these bylaws.

SECTION 6. A quorum of the Board shall be three (3) members.

SECTION 7. Should a member of the Board of Directors miss three (3) consecutive meetings without an excused absence, the remaining Directors shall declare that position vacant and appoint a replacement. Any vacancy shall be filled by the Board at its next regular meeting.

ARTICLE 9 – TRUSTEES

SECTION 1. For the purpose of ensuring the overall quality of life of the Highland Hills Neighborhood, there shall be five (5) Trustees appointed by the Board of Directors and ratified

by a vote of the membership. Should a Trustee miss three (3) consecutive meetings, the Board, in its discretion, may appoint another Trustee in his or her place.

SECTION 2. Trustees shall provide advice and assistance in carrying out the Association's activities and programs.

ARTICLE 10 - COMMITTEES

SECTION 1. At the regular November meeting a Nominating Committee of three shall be appointed by the President. This committee shall report its recommendations for Officers for the following year at the December meeting. Additional nominations by currently paid members from the floor shall be permitted. Officers will serve for one year starting January 1.

SECTION 2. The President shall appoint standing, administrative or ad hoc committees as needed such as Publicity, Program, Dial-a-Trailer, Code Compliance, Membership, Audit, and Hospitality, among others.

ARTICLE 11 – PARLIAMENTARY AUTHORITY

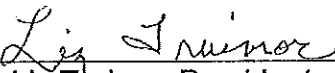
SECTION 1. In the event of a conflict or in the absence of a provision governing a certain aspect of the Highland Hills Neighborhood Association's operation, Robert's Rules of Order Newly Revised, shall govern such situations.

ARTICLE 12 – AMENDMENTS

These Bylaws may be amended at any regular meeting of the Association at which there is a quorum by a majority vote of the currently paid members present, provided that any such amendment is to be read in full to the membership at the preceding regularly called monthly meeting.

ARTICLE 13 – ADOPTION OF BYLAWS

Approved by the membership on the 4th day of October, 2010 as witnessed by:



Liz Trainor, President



Christel Villarreal, Secretary

Adopted August 2, 1993
Amended October 4, 1994
Amended 1998
Amended October 4, 2010