

ANTELOPE RUN NEIGHBORHOOD ASSOCIATION, INC – BYLAWS

ARTICLE I – NAME

The name of the association shall be the Antelope Run Neighborhood Association, Inc.

ARTICLE II – PURPOSE

The purpose of the Association shall be to enhance the area of the City of Albuquerque, Bernalillo County, and State of New Mexico bounded on the north by San Antonio Drive NE; bounded on the south by Academy Road NE; bounded on the east by Tramway Boulevard NE; bounded on the west by Lowell Street NE (except portions within the gated community of Tanoan East and Sauvignon neighborhood); herein referred to as the Antelope Run area, to promote a better neighborhood and community through group action, so that the quality of life in the area shall be in keeping with the social, environmental, cultural, and historic needs and interests of the residents, property owners, and businesses. To this end, the activities of the Association shall include, but are not limited to, sponsoring cooperative planning, research, fund raising and public education programs as they are deemed necessary, provided they are consistent with one or more purpose set out in section 501(c)(4) of the Internal Revenue Code or any applicable corresponding section of the law, and to undertake all acts, purposes, and powers authorized by law for non-profit organizations. The Association shall provide a means of direct communication with the City Councilor representing District 8 and other Neighborhood Associations within District 8, to provide a united voice in important issues. The Association shall not participate in, or intervene in any political campaign (including the publication or distribution of statements) on behalf of any candidate for public office. The Association shall be respectful and inclusive of all residents, tenants, property owners, and businesses regardless of gender, race, ethnicity, religion, national origin, age, sexual orientation or identity, education, economic or social status, or disability.

ARTICLE III - OFFICE

The registered office of the Association shall be the address of the Association President or an agent to designated by the Board of Directors.

ARTICLE IV – MEMBERSHIP AND VOTING PRIVILIGES

Section 1. Association membership is open to adult residents, tenants, property owners, and business owners (person or legal entity) within the boundaries. Short-term renters (30 days or less) do not qualify for membership. Virtual companies are represented by the resident, property owner, or tenant of a physical space and do not qualify for membership.

Section 2. The Association shall conduct annual enrollment for membership in the month of April. New membership is available by request at any other time of year. Memberships expire on the last day of April, coinciding with the end of the Association's fiscal year.

Section 3. Voting privileges shall be one (1) vote per eligible person.

Section 4. Dues are not a prerequisite for either membership or voting.

ARTICLE V – OFFICERS AND THEIR ELECTION

Section 1. A Board of Directors (or “Board”) shall be the governing body of the Association and shall consist of four (4) Officers who are adult members of the Association. Board Officers shall consist of a President, Vice President, Secretary, and Treasurer, who will be elected to the Board from its membership at the Annual Meeting of the Board of Directors and general membership. Mid-term vacancies shall be filled by the Board from the membership.

Section 2. Officers shall be elected by the general membership at the Annual Meeting for a term of two (2) years. Election shall be made by a majority of the general membership in attendance. Newly elected Officers shall assume office at the end of the Annual Meeting.

Section 3. Any Officer may be removed from office for failure to fulfill the duties of said office or position or for conduct detrimental to the best interests of the Association by a consensus of the Board, or by a two-thirds majority (2/3) vote of the membership represented at a meeting where the proposed removal was on the agenda. Examples of such behavior include but are not limited to harassment, verbal or physical abuse, meeting interruptions, and financial impropriety. The Officer whose removal is to be considered shall be provided written notice of the meeting at least four (4) days in advance of any such meeting.

Section 4. There is no limit on the number of terms an Officer may serve.

Section 5. The Annual Meeting shall be in the month of May.

ARTICLE VI – DUTIES OF THE OFFICERS

Section 1. Officers shall perform the duties, and have the powers and authority assigned by the Board of Directors, incident to the office, and provided in these Bylaws.

Section 2. President: The President shall be the chief executive officer of the Association and shall in general supervise all of the business and affairs of the Association between the meetings of the Board of Directors. The President shall preside at all meetings of the Board of Directors and the general membership. The President shall, with approval of the Board of Directors, appoint or disband all standing and special committees. The President shall make an annual report to the general membership at the Annual Meeting and file such report with the Secretary. The President shall make all necessary reports to the City of Albuquerque, Office of Neighborhood Coordination (ONC), in compliance with the Neighborhood Association Recognition Ordinance.

Section 3. Vice President: The Vice President shall, when necessary, perform the duties of the President and shall succeed to the Presidency in the event of the death, disability, removal from office or resignation of the President until such time as a successor to the President shall be elected.

Section 4. The President and Vice President shall receive suggestions from the Board of Directors and committees and prepare/approve the agenda for meetings of the Board of Directors and the general membership. The agenda shall be provided not less than two (2) weeks prior to the scheduled meeting.

Section 5. Secretary: The Secretary shall keep minutes of all meetings of the Board of Directors and the general membership and shall keep all records of the Association and give notice of all meetings as directed. The Secretary shall perform all other duties incident to the office of the Secretary as may be required by the President or the Board of Directors.

Section 6. Treasurer: The Treasurer shall collect all dues and monetary donations to the Association, have custody of said funds, pay bills approved by the Board of Directors, and keep account of all receipts, expenditures, and balances respective allocations. The Treasurer shall present a financial statement at the Annual Meeting. The Treasurer shall make available, upon request, financial records to the membership of the Association. All expenditures of funds allocated to a specific neighborhood or subdivision shall be coordinated with the chair of the planning committee from that neighborhood or subdivision.

ARTICLE VII – COMMITTEES

Section 1. The membership may establish standing or temporary (“special”) committees at any meeting. The President may also establish such committees. Committee chairpersons shall be appointed by the President.

Section 2. No report, recommendation or other action of any committee of the Association shall be considered as an act of the Association unless and until approved by the Board of Directors or by majority vote of the general membership at a membership meeting.

Section 3. The neighborhood of Antelope Run has a permanent Architectural Control Committee (ACC) established by its Restrictive and Protective Covenants on file with the County of Bernalillo (April 3, 1992). ACC membership, succession, and operations are controlled by the above-mentioned covenants and are independent of Antelope Run Neighborhood Association and these Bylaws. The ACC chairperson shall attend Board meetings whenever matters are discussed that may affect Antelope Run neighborhood. The chairperson does not have Officer voting privileges except to break a tie vote on matters that affect Antelope Run neighborhood. Should the ACC become completely vacant of members, the President shall designate a chairperson from the Antelope Run neighborhood.

Section 4. Block Captains are established for ease of communication and organization for the entire Association. They will be responsible for membership drives, dissemination of paper and verbal information, and serve as a conduit between the Board of Directors and general members. Block Captains shall serve no specified term and may pass their duties to a successor as warranted or desired within the block population. Jurisdictions shall be the west half of Caribou Ave. NE, the east half of Caribou Ave. NE, Elk Horn Dr. NE, Gazelle Pl. NE, west half of Ibex Ave. NE, east half of Ibex Ave. NE, Oryx Pl. NE, Puma Pl. NE, Tuscan Village, Allegro at Tanoan Apartments, Allaso High Desert Apartments, and the Shopping Center at the northeast corner of Tennyson St. NE and Academy Rd. NE.

Section 5. A planning committee for each neighborhood or subdivision shall be established and maintained if the Association holds dues or donations for improvement and maintenance of those areas. The chair and all members of the committee shall be members from within that area. The chair shall be elected by general members from within that area. Should the chair become vacant, the President shall call for a special meeting of general members from said area to elect a new chair within two (2) weeks of the vacancy.

ARTICLE VIII – MEETINGS

Section 1. The Association shall hold an Annual Meeting with the general membership, which may be in-person or virtual. The Board of Directors shall notify the Albuquerque Office of Neighborhood Coordination of this meeting at least two (2) weeks in advance.

Section 2. A reasonable attempt shall be made to give written notice of the Annual Meeting to all households and businesses within Association boundaries at least two (2) weeks in advance through placement of one or more signs at prominent locations within the neighborhood association boundaries and one or more of the following:

- a) U.S. mail; or
- b) Delivered flyers; or
- c) Website or social media posting; or
- d) E-mail, text message, direct message through social media, or other form of electronic messages delivered to the known address of each member

Section 3. No election of the Board of Directors shall be held at a meeting of the Association unless the meeting is advertised as noted in Section 2 above.

Section 4. Special meetings of the general membership may be called by a majority of the Board of Directors, 30% of the voting membership, or the President. The President shall schedule the meeting within thirty (30) days, and the Secretary shall give notice of any such meeting.

Section 5. Members present at any regular or special membership meeting shall transact the business at any such meeting.

Section 6. All votes shall be decided by a majority of the members present at any meeting.

Section 7. No member of the Association may vote by proxy.

Section 8. The Board of Directors shall meet at least quarterly. Special meetings of the Board may be called by the President. Meetings may be in-person, virtual, or by email when all Board members and relevant committee members are included.

ARTICLE IX – MONETARY MATTERS

Section 1. The depository for the Association funds, the person(s) entitled to expend monies on behalf of the Association, and all such matters shall be determined by the Board of Directors.

Section 2. No member, director, or officer will receive, directly or indirectly, any compensation or pecuniary benefit from the Association, except that the Association may reimburse them for expenses.

Section 3. The Association may pay reasonable compensation for professional services rendered, even if the recipient is a member, director, or officer of the Association.

Section 4. No member or representative to the Association shall incur any debt for, or enter into any agreement for, or otherwise obligate the Association, except by authorization of the Board of Directors.

Section 5. General dues, while not mandatory for membership, shall be established by the Board of Directors at the Annual Meeting based on the business needs of the Association.

Section 6. Additional dues for a neighborhood or subdivision within the Association may be established by the Board of Directors for maintenance and improvement of that neighborhood or subdivision. Such additional dues or donations shall only be used for maintenance and improvement within the neighborhood or subdivision from which those dues were collected. Expenditures shall be directed by the committee formed in Article VII Section 5.

Section 7. With the ratification of these Bylaws, the entire present balance of Antelope Run Neighborhood Association funds except for 1% is allocated to the Antelope Run neighborhood. The remaining 1% is hereby allocated to business operations of the Association. This division of funds is justified because 100% of all dues collected since at least 2002 have come exclusively from residents and homeowners within the Antelope Run neighborhood for the express purpose of maintaining and improving that neighborhood and for social activities for its residents. Antelope Run neighborhood is bounded to the west by Lowell Street NE; to the south by Academy Road NE; to the east by Tennyson Street NE; and to the north by Tanoan properties (residential property and golf course), the Pino water retention dam, and Allegro at Tanoan Apartments.

ARTICLE X – PARLIAMENTARY AUTHORITY

Robert's Rules of Order Newly Revised shall govern the Association in all cases in which they are applicable and in which they are not in conflict with these bylaws.


ARTICLE XI – DISSOLUTION

In the event of dissolution of the Association, the Board of Directors shall, after payment of all liabilities of the Association, dispose of the remaining assets of the Association in the following manner: 1) All dues and donations collected from a neighborhood or subdivision shall be returned to the chair of the planning committee exclusively for use on any final maintenance or improvement projects. 2) All remaining funds shall be disposed of exclusively for such charitable or educational purposes as shall be wholly within the limitations of the provisions of Section 501 (c) (3) of the Internal Revenue Code or any applicable corresponding section of the law.

ARTICLE XII – AMENDMENTS

The Bylaws may be amended at any regular or special meeting of the general membership by two-thirds (2/3) vote of those in attendance. The membership shall be notified at least 10 days in advance of the meeting and a copy of any amendments to be entertained at that meeting will be delivered to the membership.

I certify that the foregoing bylaws were approved by the members of the Antelope Run Neighborhood Association on the 9th day of September, 2023 and adopted and ratified by the Board of Directors at a meeting held on the 28th day of November, 2023.



President



Secretary



ANTELOPE RUN NEIGHBORHOOD ASSOCIATION, INC.

ALBUQUERQUE, NEW MEXICO 87111

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November 28, 2023

Alex Robinson
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City of Albuquerque Office of Neighborhood Coordination

Re: Changes to Bylaws for Antelope Run Neighborhood Association

Dear ONC:

In response to changes in the Neighborhood Association Recognition Ordinance, Antelope Run Neighborhood Association has revised its Bylaws. The membership voted unanimously to accept the changes at its annual meeting on Sept. 9, 2023. A summary of changes is below.

1. General changes: To facilitate flow, new sections were inserted where required, which resulted in renumbering. Existing titles remain the same with limited exceptions that closely resemble their predecessors. Minor edits and corrections of typos that do not change the meaning or intent were made throughout the document. Updated notification times. Made other minor changes to wording to clarify or expand meaning of existing content.
2. Article II: The boundaries of the Association are amended to exclude portions within the gated community of Tanoan East, which is already covered by a homeowner's association. This change removes dual affiliations of one home recently built at 11900 Tradition Ln NE. The Tanoan subdivision of Lalique was already explicitly excluded, so this is in character with maintaining appropriate separations.
3. Article II: A diversity and inclusion statement is added at the end of the paragraph.
4. Article IV: Per new requirements, membership is expanded to all adult residents, tenants, property owners, and business owners (Section 1). References to different membership types here and throughout the document are removed. It is explicitly stated (Section 4) that dues are not a prerequisite for either membership or voting.
5. Article V, section 5 is revised to explicitly states that the requisite annual meeting shall be in the month of May.
6. Article VI, section 6: Adds that the Treasurer will coordinate neighborhood-specific expenditures with the chair of that neighborhood's planning committee.
7. Article VII: Section 3 is revised to reestablish independence of the Antelope Run neighborhood's Architectural Control Committee (ACC), established by its Restrictive and Protective Covenants

in 1992, prior to the Association's existence. The ACC chairperson shall still be included in Board meetings whenever matters may affect Antelope Run neighborhood, and the President is still required to assign a new ACC chairperson from Antelope Run should the committee become completely vacant.

8. Article VII: Section 4 is revised to include block captains from all areas of the Association's boundaries.
9. Article VII: Section 5 (new) establishes a planning committee for each neighborhood or subdivision from which dues or donations for improvement and maintenance of that area are collected.
10. Article VIII:
 - a. Section 1 adds that membership meetings may be virtual.
 - b. Section 2 updates the means of notification for the requisite annual meeting.
 - c. Section 8 adds that Board meetings may be virtual or by email exchange when properly inclusive of Officers and relevant committee members.
11. Article IX:
 - a. Sections 5 (new) reiterates that dues are not mandatory for membership, but that dues will be set based on the needs of the Association.
 - b. Section 6 (new) states that dues and donations collected from a neighborhood or subdivision within the Association shall only be used within that specific area.
 - c. Section 7 (new) allocates all but 1% of the Association's existing funds to the Antelope Run neighborhood (with boundaries defined), which is where they were exclusively collected for the express purpose of maintaining and improving the appearance of that neighborhood. Regular expenditures cover weeding and leaf removal, while a small excess accumulates for large projects that are already planned, including painting nearly 3000 linear feet of common-area block walls, removal of dying trees, and repopulating median plants after last summer's brutal dry spell. The remaining 1% is adequate for Association operating expenses through the remainder of the fiscal year, ending April 30, 2024.

Enclosures:

- **New Bylaws**, signed and dated.
- **ARNA News Letter**, announcing changes to Bylaws (p. 3), to be voted on at the upcoming Annual Meeting. This newsletter was printed and hand delivered to every home within Antelope Run.
- **Annual Meeting announcement**. Announcements were printed and delivered to every home within Antelope Run as well as emailed to all addresses on record.
- **Zone map** showing new Association boundaries.

Yours truly,
Alex Robinson
President, Antelope Run Neighborhood Association
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