

Bloomingtondale Civic Association, Inc.
Constitution
(as revised October 15, 2007)



Bloomington Civic Association, Inc.

A Member of the DC Federation of Civic Associations, Inc.

Founded in 1921 in order to:

- Provide a means for all citizens, working through member associations, to participate in the shaping of their life in the larger community.
- Assist government officials in developing, publicizing, and implementing city-wide programs, such as education, housing urban renewal, public works, transportation, and welfare.
- Determine the community's important needs and problems, and see, solutions and relief.
- Promote cooperation among the various community organizations by providing a forum for exchange of ideas, information, research, and opinions.
- Sponsor or co-sponsor programs of community education on subjects significant to the city as a whole.
- Provide a forum in which people of any neighborhood may speak so as to be heard beyond the local boundaries in in calling attention to civic activities and problems.
- Develop and prepare citizen leadership in facing civic and community problems.
- Sponsor, encourage, train, and develop young people in civic work and responsibilities, that they may become the effective leaders of tomorrow.

Bloomington Civic Association, Inc.

MISSION STATEMENT

We, the people of the Bloomington community, in order to improve the quality of life for all residents, pledge to respect, restore, protect, and conserve our community by:

- Embracing diversity by reaching out to all segments of the neighborhood, including homeowners, renters, transients, and college students, and inviting them to join the Civic Association.
- Improving the quality of our neighborhood environment through beautification and cleanup projects.
- Improving public safety by establishing orange hats, block captains, and a neighborhood watch program.
- Building partnerships and active participation with local institutions and businesses.
- Making the Civic Association economically viable by generating income from advertising, fundraisers, donations, grants, and membership drives.
- Promoting the community through public relations efforts.
- Promoting community involvement with children and seniors through programs such as mentoring.

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BLOOMINGDALE CIVIC ASSOCIATION, INC.

CONSTITUTION

(as revised October 15, 2007)

ARTICLE I

NAME

This organization shall be known as the Bloomingtondale Civic Association, Inc.

ARTICLE II

OBJECTIVE

The objectives of this Association are as follows:

Section 1 To serve as a forum for identifying, highlighting, and discussing problems and issues occurring in the community. To serve as a vehicle for addressing and making attempts to find solutions for issues occurring in the community. (Adopted 5/1/15).

Section 2 To foster and support programs that will enhance the educational, religious, social, and economic lives of the community, and the District of Columbia.

Section 3 To serve as a vehicle to encourage and participate in the historic preservation of the Bloomingtondale community. (Adopted 11/20/89)

**ARTICLE III
BOUNDARIES**

Bounded on the North by the South side of Michigan Avenue, NW; on the East by the West side of North Capitol Street NW; on the South by the North side of Florida Avenue NW; on the West by the East side of Third Street NW.

**ARTICLE IV
MEMBERSHIP**

Section 1 Membership in this Association shall be restricted to persons domiciled within the boundaries and who are interested in the objectives of the Association except that:

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- 1a. Membership shall also extend to persons who have an interest in the area, in the form of business properties, or heads of religious, social, and educational institutions domiciled within the boundaries. However, the credentials of non-resident applicants shall be reviewed by the Executive Board prior to admission.
- 1b. Payment of current dues is a qualification for membership and for voting.
- 1c. The Association's fiscal year shall be from January 1 to December 31. In the election of officers, only those members who have paid their membership dues at least thirty days before the election are eligible to vote (Adopted 1/28/91)

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**ARTICLE V
MEETINGS**

Section 1 The Association shall hold regular monthly meetings, except the months of July and August, on the third Monday at such place and time as shall be determined by the Association. When the third Monday is a legal holiday, the meeting shall be held on the fourth Monday. (Adopted 11/20/89)

- 1a. Notice of regular meetings shall be in writing, and shall be mailed or electronically communicated to the listed membership stating the time, place, and any special agenda.

Section 2 Special meetings shall be held whenever the exigencies of business may require.

- 2a. The President shall have the power to call special meetings, and is required to do so also upon recommendation of the Executive Board, and/or upon request of ten members of the Association.
- 2b. All calls for special meetings shall be made in the same manner and fashion as notices to the regular meetings, and no business shall be considered except as has been expressly mentioned in the notices.

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Section 3 Timeline - Recommendations for topics should be presented to a member of the Executive Board no less than 2 weeks in advance of the regularly scheduled monthly meeting.

Section 4 (Ten members) of this Association shall constitute a quorum necessary to transact the business of the Association.

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ARTICLE VI DUES

The dues structure shall be recommended by the Executive Board, subject to approval of the membership, and shall be announced at the December regular monthly meeting.

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ARTICLE VII OFFICERS

Section 1 Candidates for office in this Association must be 18 years of age or older, and a resident of Bloomingdale. One year of active membership shall be required for eligibility to hold office in this Association.

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Section 2 The elected officers shall consist of: President, First Vice President, Second Vice President, Recording Secretary, Corresponding Secretary, Financial Secretary, and Treasurer.

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2a. The appointed officers may consist of: Chaplain, Historian, Parliamentarian, and Sergeant-at-Arms.

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Section 3 There shall be up to five elected delegates to represent this association at the DC Federation of Civic Associations meetings. A sixth delegate may be elected or a youth, ages 15 – 20, consistent with the DCFCA constitution.

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Section 4 The duties of the Officers shall be consistent with those of the particular office.

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Section 5 Officers shall hold office for a term of two years. After such time, all Offices shall be declared vacant. The Association may elect temporary Officers, as appropriate, to serve until regular Officers are elected. There is no limitation to the number of terms an Officer may serve. Officers shall serve until their successors are duly elected.

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5a. Delegates shall hold office for a term of two years or until their successors are duly elected.

ARTICLE VIII (?)
TRANSITION OF OFFICERS

Section 1 Current Officers shall serve until the newly appointed Officers have been duly sworn into office.

1a. After an election, a transition E-Board meeting shall take one month prior to the regularly scheduled BCA monthly meeting.

1b. The entire E-Board shall attend the transition meeting.

ARTICLE VIII
DUTIES OF OFFICERS AND DELEGATES

Section 1 The PRESIDENT shall be the chief executive officer of the organization, shall sign all documents, checks, and correspondence; shall have general supervision of the organization business under the direction of the Executive Board. It shall be the duty of the president to convene all meetings and to preside at all meetings, regular, special, and executive, unless delegated to another person by the president; shall be responsible for implementation of all rules and resolutions of the organization; shall approve all agendas, and perform other such duties and exercise of powers inherent in the office of president.

Section 2 The VICE PRESIDENT shall perform any and all duties of the president in absence and incapacity of the President, and shall perform such other duties as may be assigned by the President.

Section 3 The SECOND VICE PRESIDENT shall also perform the duties of the President if the need arises and shall perform such duties as assigned by the President.

Section 4 It shall be the duty of the RECORDING SECRETARY to record all proceedings and maintain a permanent record of same; shall maintain attendance records.

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- Section 5 The ASSISTANT RECORDING SECRETARY shall perform the duties of the Recording Secretary in the absence and/or disability of the Recording Secretary.
- Section 6 The CORRESPONDING SECRETARY shall give proper notice of all meetings of the organization, and shall be responsible for correspondence of the organization as assigned by the President.
- Section 7 The ASSISTANT CORRESPONDING SECRETARY shall perform the duties of the Corresponding Secretary in the absence and/or disability of the Corresponding Secretary.
- Section 8 It shall be the duty of the FINANCIAL SECRETARY to keep an accurate account of all dues and other monies received and disbursed by the organization; to record date and source of all money transactions and promptly turn funds over to the Treasurer; record all disbursements with date, purpose, and to whom paid; to maintain records in bound books, submit same to audit upon request of the President; to maintain membership lists.
- Section 9 The Treasurer shall deposit all monies received in the bank designated by the organization promptly; disburse funds authorized by the organization; sign all checks, and currently fill in and balance check book stubs; reconcile bank statements promptly, substantiate disbursements by check bearing two (2) signatures; make regular written reports and submit records for audit upon request of President.
- Section 10 The CHAPLAIN shall render al services of reverence for the organization.
- Section 11 The HISTORIAN shall keep an ongoing record of facts and events, pictorial and narrative, pertaining to the organization as the official history.
- Section 12 The PARLIAMENTARIAN shall advise the Chair on parliamentary order during the meetings.
- Section 13 The SERGEANT-AT-ARMS shall maintain order in the meetings.

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Section 14 The duties of the DELEGATES and ALTERNATE DELEGATES are to attend DCFCA meetings, with a responsibility to represent the views and positions authorized by this Association, and to report Federation actions and proposed to this association.

ARTICLE IX ELECTIONS

Section 1 Election of Officers for this Association shall be held in October of each year.

Section 2 In an election year, a Nomination Committee shall be elected at the regular July monthly meeting.

Section 3 The Nomination Committee shall present a slate of Officers and Delegates at the October meeting and publish the slate on the BCA's website and appropriate list serve(s).

Section 4 Election shall be by means of ballots prepared by the Nomination Committee.

Section 5 Majority vote shall elect.

ARTICLE X EXECUTIVE BOARD

Section 1 There shall be an Executive Board composed of the elected and appointed officers of the Association and the immediate past President.

Section 2 The Executive Board shall have vested authority to act for the Association, under its established policies and authorities, whenever the Association is not in session and/or in an emergency situation. The Executive Board shall review existing goals, objectives, and activities; and, recommend new goals, objectives, and activities.

Section 3 Recommendations from the Executive Board shall be presented in writing to the Association one week before the BCA regular monthly meeting.

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Section 4 The Executive Board shall hold meetings at least bimonthly unless otherwise called by the President or in emergency situations.

4a. A quorum necessary to transact business of the Executive Board shall consist of a majority of members of the Board.

ARTICLE XI COMMITTEES

Section 1 The Standing Committees shall be appointed by the President, and shall be as follows:

1. Scholarship
2. Historic Preservation
3. Membership
4. House Tour
5. Economic and Community Development
6. Beautification
7. Public Safety

Section X Scholarship (need words)

Section 2 Special Committees shall be appointed by the President when necessary.

Section 3 The President shall be ex-officio member of all committees except the Nomination Committee.

ARTICLE XII OTHER POWERS AND RESPONSIBILITIES

Section 1 No person shall represent the Association, verbally or in writing, unless authorized by the Association to make such representation.

Section 2 Officers, Delegates, and Chairpersons may be removed for cause, and action deemed to be prejudicial to the association, upon recommendation from the Executive Board, and ratification of the majority of the qualified members present and voting.

ARTICLE XIII AMENDMENT AND SUSPENSION OF RULES

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Section 1 The Constitution of this Association may be amended at a regular meeting or a special meeting call for that purpose, by 2/3 vote of those qualified members present and voting, previously sixty (60) days notice having been given.

Section 2 Rules of this Constitution may be suspended by 2/3 vote of those qualified members present and voting.

**ARTICLE XIV
PARLIAMENTARY AUTHORITY**

Robert's Rules of Order (revised) shall be the governing authority in all matters of procedure not otherwise set forth in this Constitution and/or Policies of this Association.

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