

South of Jefferson Block Club By-Laws

MISSION/VISION STATEMENT

The South of Jefferson Block Club is a group of neighbors and local stakeholders that meet periodically to discuss concerns, organize events, and provide advice on relevant issues in the Tremont area, specifically within the block club area.

MEMBERSHIP

To be a member you must live, own land, or own a business in the block club area. The block club area is defined by Jefferson on the North, West 10th on the West, 490 on the South, and West 3rd on the East. You do not need to own your home to be a member. Attendance is not limited to members, but membership is required to vote on official block club business.

MEETINGS

Any organizational procedure disputes will be decided upon according to Robert's Rules of orders. In the event that Robert's Rules contradict these by-laws, Roberts Rules will take precedent unless otherwise decided upon by the block club.

The group will hear new business prior to voting. Any issue seeking an official block club letter of support can be considered for a vote once the following requirements have been met:

1. Complete site and design plan and Cleveland Department of Building and Housing Letter of Non-Conformance (aka list of variances) if applicable, or other applicable project documents, presented to block club co-chairs by close of business at least 11 days before the meeting at which the vote will take place;
2. Above materials distributed by the block club to the properties adjacent to the project (sides, back, and across the street) by close of business at least 7 days before the meeting at which the vote will take place;
3. Notification of the item to be voted on sent along with the meeting notification to the block club membership, with all the above materials included if possible.
4. It is suggested that letters of support be obtained from neighbors adjacent to the project. If letters are obtained, the letters should be presented with the above materials.

Any other business, new or old, that does not require a letter of support, should be voted at the time of motion to vote.

VOTING

To vote in any Block Club official business, you must currently be a member and you must have attended any three meetings in the previous 12 month period - the current meeting will count towards this requirement. You must be 18 years of age. All adult members of a household who meet this requirement will be eligible to vote.

Owners of businesses or land located within the block club area are allowed to vote on behalf of the business assuming they have attended the minimum number of meetings as outline above. Only owners of a business or land will be allowed to vote. Other representatives of a business can attend meetings but will not be allowed to vote. Individuals who own a business or land and live within the block club area are only entitled to one vote.

Absentee votes will be considered for individuals who are unable to vote in person. To be considered a valid vote, absentee votes must be received in writing (or e-mail) prior to the vote. The absentee votes must be received

directly by either of the block club co-chairs or the block club TWDC representative. Absentee votes are still subject to the voting requirements outlined above and will be considered provisional until the voting requirements can be verified.

In order to vote on official business a quorum is needed. Quorum will be defined as no less than 35% of voting members.

In order for an official letter of support a 2/3 majority vote is needed. For issues that do not receive a 2/3 majority the letter will explain the support on either side of the issue but will state that the issue was supported by a simple majority.

BLOCK CLUB POSITIONS

The block club will elect two (2) co-chairs. The co-chairs will be responsible for carrying out the procedures and requirements set forth in the by-laws. Their duties will include:

Facilitate meetings.

Set meeting agenda items.

Maintain a roster of voting members and verify that votes are only counted from those eligible to vote.

Write letters on behalf of the block club as required by the by-laws.

The block club will also elect one (1) secretary. The secretary shall:

Record the minutes of the meeting and make them available to members.

At each meeting present the previous meeting's minutes for approval.

The co-chairs and secretary will be elected to a term of 1 year based on nominations from the membership at large.

AMENDING THE BY-LAWS

Any block club member can propose a change to the by-laws. The proposed changes will be added to the meeting agenda for discussion and will be voted upon at the following meeting. All changes to the block club by-laws need a 2/3 majority vote in order to be enacted.