

SUNNYVALE NEIGHBORS OF ARBOR INCLUDING LA LINDA
(S.N.A.I.L.)
P. O. Box 62072, Sunnyvale, CA 94088-2072

BYLAWS

ARTICLE I

TERMS AND DEFINITIONS

Section 1. Name. The name of this Association shall be Sunnyvale Neighbors of Arbor Including La Linda, hereafter referred to as S.N.A.I.L.

Section 2. Territory. S.N.A.I.L. is located in the City of Sunnyvale, County of Santa Clara, State of California, and is bounded by the following streets: Mathilda Avenue on the west, Ahwanee Avenue (and Hwy 101) on the north, Fair Oaks Avenue on the east, and Maude Avenue on the south.

Section 3. Organized Blocks. Organized Blocks are areas within S.N.A.I.L. territory that have a Block Representative.

ARTICLE II

PURPOSE

The purpose of this Association shall be to provide a venue for the expression of the residents within S.N.A.I.L. or residential property owners within S.N.A.I.L. territory. S.N.A.I.L. shall serve as a base for communication within this community, within the meaning of California Revenue & Tax Code Section 23701f. The organization is a nonprofit benefit organization and is not for the private gain of any person. S.N.A.I.L. supports the following goals:

1. To promote community involvement and participation.
2. To establish and maintain an adequate line of communication between the City of Sunnyvale and the residents of the community.
3. To provide a community voice to city staff, school personnel, and the community at large concerning the implementation of services, community needs, and events.
4. To recruit volunteers and sponsors to aid in the service to the community.
5. To generate, through fundraising activities, revenue for the purpose of enhancing the quality of life in the area.

ARTICLE III

MEMBERSHIP AND MEETINGS

Section 1. Eligibility. In order to be eligible for membership, a person must be at least 18 years of age, must subscribe to the goals and aims of the Association, and must either reside within, or own residential property within, the S.N.A.I.L. territory.

Section 2. Membership. Membership and voting privileges shall be conferred upon any Eligible Person who has already attended at least two meetings within the last six months, or has served as an active volunteer within the last twelve months.

Section 3. Voting. Each Member shall have the right to cast one vote, up to a maximum of three per household.

Section 4. Regular Meetings. S.N.A.I.L shall normally meet in the first week of each month. Meetings are open to the public. Attendees shall sign in at each meeting. Minutes shall be taken at each meeting and summarized in the following newsletter.

Section 5. Special Meetings. If extreme circumstances require action before the next Regular Meeting, Special Meetings may be called by the Chairperson, or by the Vice Chairperson and one other Officer.

Section 6. Voting Method. For regular agenda items, voting may be done through a show of hands or verbal assent. For election of officers, voting shall be by secret ballot. The votes shall be immediately counted by two members, and the results recorded.

Section 7. Quorum. No vote shall be valid unless at least nine Members are present.

ARTICLE IV

OFFICERS

Section 1. Elected Officers. The positions of Chairperson, Vice Chairperson, Secretary, and Treasurer shall be filled by election at the November meeting. Only S.N.A.I.L. Members may be candidates for election.

Section 2. Term of Office. The term of office shall be for one year, beginning on January 1st.

Section 3. Vacancies. In the event that an office becomes vacant, the remaining Officers may designate a temporary substitute to serve the remainder of the term. At the next regular meeting, the Members shall vote to approve the designated substitute or select another.

Section 4. Compensation. Officers shall not receive any salaries for their services. Neither Officers, nor members of their immediate families, may be employed by the Association or receive compensation for services provided to the Association.

Section 5. Duties of Chairperson. The Chairperson shall coordinate activities of the Association, approve and sign all outgoing S.N.A.I.L. correspondence, and review all newsletters, flyers, web postings, and external e-mail documents for appropriateness. The Chairperson shall prepare a meeting agenda and lead meetings. The agenda items to be voted on will be published in the newsletter. The Chairperson shall be a second signatory on all SNAIL checks.

Section 6. Duties of Vice Chairperson. In the absence of the Chairperson, the Vice Chairperson shall act as Chairperson. The Vice Chairperson shall arrange the location of regular meetings, check the S.N.A.I.L. P.O. box weekly, and deliver mail to the Chairperson or Treasurer, as appropriate.

Section 7. Duties of Secretary. The Secretary shall be responsible for the sign-in sheet and minutes at meetings. The Secretary shall post the purpose of all new committees to the minutes.

Section 8. Duties of Treasurer. The Treasurer shall maintain all S.N.A.I.L. financial records and submit a monthly financial report. The Treasurer shall be a requisite signatory on the S.N.A.I.L. checking account.

ARTICLE V

COMMITTEES

Section 1. Scope. Committees are formed for the purpose of delegating work on specific projects. From time to time, Committees may be created as needs arise.

Section 2. Committee Chairperson. Any S.N.A.I.L. Eligible person may be elected to serve as the Chairperson of a Committee. Elections may occur at any Regular or Special Meeting.

Section 3. Committee Membership. Any Eligible Person may serve on a Committee.

ARTICLE VI

BLOCK REPRESENTATIVES

Section 1. Eligibility. Any Eligible Person may volunteer to be a Block Representative.

Section 2. Duties. All Block Representatives shall be responsible for delivering, prior to the next general meeting, the monthly newsletter and other notices to all residences within their respective areas.

ARTICLE VII

AUTHORIZATION TO SPEND FUNDS

Section 1. General Membership Authorization. No expenditures may be made without authorization by a vote of the Members at a Regular or a Special Meeting.

ARTICLE VIII

MODIFICATION OF BYLAWS

Bylaws may be changed only by a majority vote and only after the changes have been announced in the SNAIL newsletter for two consecutive months, posted on the internet for two months, and discussed at two respective Regular Meetings. The bylaws will be voted on at the third consecutive Regular Meeting.

ARTICLE IX

STANDING RULES

Standing Rules are policies, practices, and procedures which have been approved by majority vote at a Regular Meeting. The Secretary shall maintain a record of all Standing Rules and the meeting date they were first approved. The Standing Rules shall be available for inspection at all Regular and Special Meetings and also on the internet. Standing Rules may be changed by majority vote. All votes affecting any Standing Rule shall be reported in the next newsletter. Standing Rules shall never supersede the S.N.A.I.L. bylaws.

ARTICLE X

DISSOLUTION OF ASSETS

The property of S.N.A.I.L. is irrevocably dedicated to education, preservation, maintenance, and enhancement of the community. No part of the Association net income or assets shall be used for the benefit of any private persons. Upon dissolution of this Association, any assets remaining after payment of debt and liabilities shall be distributed to the Sunnyvale Community Services. If the Sunnyvale Community Services is no longer in existence, all remaining assets shall be distributed to a nonprofit fund, foundation, or corporation, which is owned and operated exclusively for social welfare purposes and which has established its tax-exempt status under IRC Section 501(C)(3).

Approved by the S.N.A.I.L. Membership at the General Meeting on 4 February 2016, by a vote of 15 to 0.
