

# Bylaws of the Twinbrook Citizens Association

Amended March 31, 2015

## Article I. Name and Boundaries

### Section 1.01

The name of the organization will be the Twinbrook Citizens Association, Inc., hereinafter referred to as the Association.

### Section 1.02

The Twinbrook area will be defined as that area of the City of Rockville, Maryland, between the WMATA/CSX train right-of-way and Veirs Mill Road, north of the Twinbrook Station development, on Halpine Road to where Halpine Road joins Twinbrook Parkway, then north of Twinbrook Parkway, to First Street, AND that area within City limits north of Rock Creek Park between Veirs Mill Road and Baltimore Road, to First Street, EXCLUSIVE of the area designated as Silver Rock, and inclusive of Veirs Mill Road.

## Article II. Purpose

The purpose of the Association is to maintain and improve the quality of life of the residents of the Twinbrook area, as described in the Articles of Incorporation.

## Article III. Membership and Dues

### Section 3.01

The membership will consist of the following types of members:

- a) Resident Member - Any person 18 years or older residing within the boundaries of Twinbrook, who has paid current membership dues.
- b) Associate Member - Any person 18 years or older who does not reside within the Twinbrook area, but who owns property in Twinbrook and has paid current membership dues.
- c) Honorary Member - Any membership extended gratis by the President with approval of the Executive Committee.

### Section 3.02

The amount of annual membership dues will be decided by majority vote of the Executive Committee as part of the budget process. The term of membership will run from January 1<sup>st</sup> to December 31<sup>st</sup> of any given year. Memberships will be in effect from the date the membership is paid to December 31<sup>st</sup> of that year. Any Resident Member who has paid a membership by the date of the annual General Meeting and Election in April will be eligible to vote in the election.





*Section 5.04*

A Chairperson for each Standing Committee will be appointed by the President subject to majority approval of the Executive Committee. Chairpersons will serve until they provide a written resignation to the Executive Committee. Inactive Chairpersons may be removed by a majority vote of the Executive Committee.

*Section 5.05*

Standing Committees will present their budgets and plans for action to the Executive Committee for approval.

**Article VI. Executive Committee**

*Section 6.01*

The Executive Committee will consist of the Officers and the Chairperson of each Standing Committee.

*Section 6.02*

The functions of the Executive Committee will be to:

- a) determine the policy of the Association;
- b) arrange for the implementation of said policy;
- c) hear citizen opinion and take appropriate action;
- d) monitor governmental activity;
- e) take positions on issues affecting the community at large (using polls where appropriate);
- f) ensure the publication of positions taken and disseminate other pertinent information;
- g) review the budget and ensure financial viability of the organization.

*Section 6.03*

The Executive Committee will meet at least once every eight weeks, allowing for recess in August and December, and allowing for meetings of special purpose.

*Section 6.04*

Special Executive Committee meetings may be called by the President or by three members of the Executive Committee notifying the President of their desire to hold a special meeting.

*Section 6.05*

A quorum will consist of a majority of the Executive Committee, at least two of whom must be elected officers. All members of the Executive Committee will be entitled to an equal vote on all issues.

*Section 6.06*

All questions within purview of the Executive Committee will be decided by a majority vote of those Committee members present, except as specified in Articles 7 and 11.

*Section 6.07*

All Executive Committee meetings will be open for general membership attendance and publicized whenever possible.

*Section 6.08*

Anyone of the membership may request a hearing before the Executive Committee on a relevant issue.

*Section 6.09*

The President, with approval of the Executive Committee, will have the power to create ad hoc committees and appoint chairpersons for the ad hoc committees. The ad hoc committee chairpersons will not be members of the Executive Committee.

*Section 6.10*

Ad-hoc committees will present their plans to the Executive Committee for approval.

**Article VII. Removal From Office**

*Section 7.01*

The President, with the approval of the Executive Committee, may remove any appointee from office or abolish any ad hoc committee at any time deemed appropriate.

*Section 7.02*

Removal of any officer may be requested by petition of any three members of the Executive Committee. A three-fourths vote of the Executive Committee will be necessary to remove said officer from office.

*Section 7.03*

Any officer so removed shall not be eligible for subsequent election or appointment to the Executive Committee.

*Section 7.04*

No elected public official will be eligible to hold a TCA elective office or a chairmanship of a committee (standing or ad-hoc).

**Article VIII. Procedure**

*Section 8.01*

The order of business at meetings of the general membership, the Executive Committee and other committees will be as set forth in the latest edition of Robert's Rules of Order. If the Rules and these By-laws conflict, the By-laws will govern.

*Section 8.02*

The Association will adopt an operating budget within the first quarter after the installation of new officers.

*Section 8.03*

The fiscal year of the Association will run from January 1<sup>st</sup> through December 31<sup>st</sup> of each year.

*Section 8.04*

Expenditure of Association funds other than those approved in the budget will require the approval of the Executive Committee.

**Article IX. Meeting of the General Membership**

*Section 9.01*

There will be at least one annual meeting of the general membership in April for the purpose of electing officers. The President will deliver a report on the state of the Association to the membership upon the expiration of his/her term of office.

*Section 9.02*

Publication of a General Membership Meeting will be made at least one week prior to the meeting date.

*Section 9.03*

All members present will constitute a quorum, but voting will be restricted to Resident Members.

*Section 9.04*

Eligibility to vote will be determined by a check of the membership rolls and show of personal identification.

*Section 9.05*

Meeting agendas will be provided at all General Meetings.

*Section 9.06*

The President or three members of the Executive Committee may call a meeting of the General Membership pursuant to the notice requirements as set forth in this Article.

**Article X. Official Publications**

*Section 10.01*

The Association will annually provide the membership with a printed report on issues and activities relevant to the Twinbrook community and the Association, especially all major policy decisions and actions of the Executive Committee.

*Section 10.02*

The President or the President's appointee will act as the Editor, with contributing help from the Executive Committee and other interested parties.

*Section 10.03*

The Executive Committee reserves the right to review all advertisements submitted for the printed report, as to appropriateness of taste and content, and consistency with the Association's stated goals. The President or the Executive Committee reserve the right to refuse any advertisement.

*Section 10.04*

The President shall determine, with the advice and consent of the Executive Committee, what other means will be used to communicate with the membership. The President may delegate such responsibility to the Communications Chair or other appointee. No communications shall be issued in any media without the consent of the President.

**Article XI. Amendment of the Bylaws**

*Section 11.01*


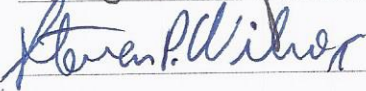

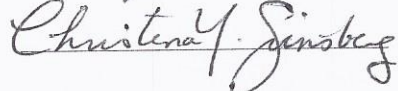
These By-laws may be amended by submitting a proposal in writing to the Executive Committee.

*Section 11.02*

Proposed amendments will require for adoption a two-thirds vote of the Executive Committee and a two-thirds vote of the Resident Members at a General Membership Meeting, each such body voting as a separate entity.

THESE BYLAWS ADOPTED MARCH 31, 2015 BY THE OFFICERS, EXECUTIVE BOARD, AND RESIDENT MEMBERS OF THE TWINBROOK CITIZENS ASSOCIATION, INC.

*In witness thereof:*

	Richard A. Gottfried, President
	Steven Wilcox, Vice-President
	Mary Ann Barnes, Secretary
	Christina Y. Ginsberg, Treasurer