



Spring Lake Neighborhood Association

October, 2009

Rebuilding Eastern New Orleans One Home at a Time

Are You Ready to Serve?

Seeking Officers and Board Members

In keeping with the Spring Lake Neighborhood Association's (SLNA) By-laws, this public notice is being made regarding the available offices and election procedures.

Regular members of SLNA are invited and encouraged to let their interest be known about their willingness to serve our neighborhood as an **officer** or **member of the Board of Directors**.

SLNA will not hold a general membership meeting on the second Saturday of November; but **will hold** a general membership meeting on **Saturday, November 21, 2009**. The election of officers and board members will occur at this meeting on Saturday, November 21, 2009. The meeting will be held at St. Maria Goretti and will begin at 10:00 a.m.

Regular members of the Spring Lake Neighborhood Association who are committed to serving as an officer or Board member are asked to **notify Adrienne of their intent**. **Adrienne may be reached by e-mail (adrienneq@cox.net) or by telephone (504-246-4242)**. In order for the nomination committee to complete the ballots for the November 21 election, members are asked to notify Adrienne *by Monday, November 16, 2009*.

Listed below are the offices that are to be filled and a brief description of the responsibilities.

President shall attend all meetings of the Association and shall preside there as well as at the meetings of the Board of Directors. He/She shall be an ex-officio member of all committees and shall supervise the functions thereof. He/she shall be the executive officer of the Association and, together with the officers, shall have general supervision over the administrative affairs thereof. The president shall be allowed to participate in debate and - except for the annual election - only vote in the event of a tie vote as the tiebreaker.

Vice-President shall preside at all meetings and fulfill the functions of the president whenever the president is absent or disqualified, or when acting for the president for any other reason. In the event the office of president becomes vacant during his/her regular term, the vice-president shall automatically become president.

Secretary shall keep accurate records and minutes of all meetings of the Association, including the Board of Director's meetings and the general membership meetings; and shall perform such other duties as may be delegated to that office.

Treasurer shall receive all monies of the Association and shall keep accurate record of all receipts and expenditures, and shall pay out funds only in such manner as authorized by the Association. The treasurer shall present a statement of accounts at the Board of Director's meetings and general membership meetings of the Association and at all other times when so requested by the president.

Chief of Security is responsible for coordinating the contracting of security services and serves as a liaison between the Association and the contracted security service. In addition, serves as chair of the security committee and advocates for the safety of the entire neighborhood with a focus on families.

Member of the Board of Directors serves as liaisons between the general body and the members that they represent and Board on which they serve.

It is the responsibility of all Board Members, including officers, to attend all board meetings.

Note: Nominations will be accepted on the date of the election.