

WILLIAMS-BORDEN NEIGHBORHOOD ASSOCIATION BYLAWS

PREAMBLE

The Williams-Borden Neighborhood Association is designated as the area bounded by Mike Gaido (39th) Street on the west, Avenue M on the north, 35th Street on the east and Avenue S on the south.

By becoming a member of the Association, you are contributing to the ongoing preservation and revitalization efforts evident within the Association boundaries, the surrounding community, and Galveston Island. The Association serves not only as a community organization but as an advocate for the Association, its residents, and neighborhood livability in Galveston's neighborhoods. As an Association member, you will receive benefits that include invitations to regular neighborhood block parties, socials, and events as well as important updates on neighborhood and local Galveston news through email alerts, periodic newsletters for download, and the Association web site.

The Association collaborates with several Galveston organizations to support its purpose; including the Galveston Historical Foundation (GHF) and the Galveston Alliance of Island Neighborhoods (GAIN)

BYLAWS

ARTICLE I.

NAME: The Association shall be known as the Williams-Borden Neighborhood Association (WBNA). Referred to in these bylaws as the **Association**.

ARTICLE II.

OBJECTIVE: The objective of the Association is to promote the well being of the neighborhood by representing the interests of its residents in civic involvement, community integration, neighborhood security along with physical improvement and historic and cultural preservation of the district.

ARTICLE III. MEMBERSHIP

Section 1. Eligibility - Any adult resident or adult property owner in the Association is eligible for membership in the Association. Business and organizational memberships will be available with each voting as a single member. Anyone living outside of the boundaries of the Association who is interested in furthering the objectives of the Association may become a member. An application form must be completed and submitted to the Board.

Section 2. Classes of Membership. - Classes of membership shall be; Voting (residents or owners of property in the Association boundaries, with one (1) vote per member) and Non-Voting (all others). Memberships shall be offered to individuals, families, and businesses.

Section 3. Dues - Dues shall be \$10 for Individual, \$15 for Family, and \$50 for Business Sponsors. Any changes shall be set by vote of 2/3rds of the members present at the annual meeting. Dues shall be payable at the beginning of each Association year—which begins January 1 and ends December 31 of each calendar year.

Section 4. The Association may organize fund-raising projects for the benefit of the Association and the neighborhood. Funds from these events along with membership dues will be used for operation of the Association and its programs.

Section 5. Suspension and Termination - The members of the Association, by affirmative vote of 2/3rds of the membership of the Association, may suspend a member for cause.

WILLIAMS-BORDEN NEIGHBORHOOD ASSOCIATION BYLAWS

Section 6. The Association will pay no salary to any member.

ARTICLE IV. GOVERNMENT OF THE ASSOCIATION

Section 1. Composition - The Association shall be governed by a board of no fewer than seven (7) and no more than ten (10) directors, which shall elect its own chairperson and assign the duties of secretary and treasurer from amongst its members.

Section 2. Powers - The board of directors shall have general supervision of the affairs of the Association between its regular meetings; fix the hour and the place of regular meetings; make recommendations to the Association; and shall perform such duties as are specified in these bylaws. The board shall be subject to the orders of the Association and none of its acts shall be at conflict with action taken by the Association.

Section 3. Meetings - Board members shall meet in regular session once in the interval between general meetings. Special meetings of the board may be called by the Chairperson or by three (3) board members.

Section 4. Notice - Notice of regular meetings shall be given no less than ten (10) days in advance of the meeting.

Section 5. Quorum - A quorum of the board shall consist of four (4) directors. All actions shall be taken by a majority of the board present at the meeting, or by a majority of the entire board if the vote is done by some mode of communication other than a board meeting such as email or telephone.

Section 6. Election - The board of directors shall be elected at each annual meeting by nominations from the floor. A slate of candidates will be composed and the seven members receiving the largest number of votes shall constitute the board of directors for the coming year. Voting shall be by paper ballot, hand count, or acclamation. The voting method shall be determined by a vote of a simple majority of the voting members present at the meeting.

Section 7. Vacancies - Vacancies occurring on the board, other than normal expiration of terms, shall be filled by 2/3rds vote of those present at the next general meeting.

Section 8. Duties - These board members shall perform the duties prescribed by these bylaws and parliamentary authority adopted by the Association or as shall be assigned by the Board of Directors.

Chairperson - The Chairperson shall preside at meetings of the board of directors and of the Association.

Secretary - The Secretary shall perform all those duties prescribed by the parliamentary authority.

Treasurer - The Treasurer shall be the custodian of all the Association's funds and shall be accountable for accounting, depositing, and disbursing these funds under the direction of the board of directors. The Treasurer shall present a financial report at each meeting of the board and at all general meetings. The Treasurer shall prepare and submit the annual financial report to the board of directors meeting prior to the annual meeting for the approval of the board before submission to an internal auditors chosen by the board.

Section 9. Eligibility - Any voting member of the Association is eligible to serve on the board of directors.

Section 10. Term of Office - Directors shall serve for a full one (1) year term and may be re-elected.

WILLIAMS-BORDEN NEIGHBORHOOD ASSOCIATION BYLAWS

Section 11. Termination and Suspension - Any director may be removed for cause by a 2/3rd vote of the membership.

Section 12. Liaisons - The board of directors shall appoint liaisons as deemed necessary to interact with outside Galveston County organizations such as

1. GAIN Liaison
2. GHF Liaison

Section 13. Liability - No member of the board of directors may be held liable for any action of the Association.

ARTICLE V. MEMBERSHIP MEETINGS

Section 1. Regular Meetings - The regular meetings of the Association shall be held bimonthly. The board of directors shall determine the time and the place of the each meeting.

Section 2. Special Meetings - Special meetings can be called by the board of directors and shall be called upon the written request of ten (10) voting members of the Association. The business of the special meeting shall be limited to the purpose stated in the notice of the meeting.

Section 3. Annual Meeting - The regular meeting of the association held in January shall be the annual meeting and shall be for the purpose of electing the board of directors, approving the annual report of the Association, including, but not limited to the annual financial report and the annual report of standing and special committees.

Section 4. Notice - Notice of all meetings shall be given no less than ten (10) days in advance of the meeting.

ARTICLE VII. COMMITTEES

The board of directors shall be empowered to appoint committees as deemed necessary to fulfill the purposes of the Association.

ARTICLE VIII. PARLIAMENTARY AUTHORITY

All meetings of the Association shall be conducted in accordance with *Roberts Rules of Order* except where the bylaws prescribe otherwise.

ARTICLE IX. AMENDMENT OF BYLAWS

These bylaws can be amended at any regular meeting of the Association by a 2/3rds vote of the voting members present, providing that the amendment was submitted to all the members in writing prior to the previous regular meeting, and that the amendment was read in the previous regular meeting, and that the meeting agenda shall include the Association's intention to consider the amendment at the next regular meeting and the text of the amendment.

An amendment to these by-laws becomes effective upon its adoption by the Association.

ARTICLE X. BOUNDARIES OF THE ASSOCIATION

WILLIAMS-BORDEN NEIGHBORHOOD ASSOCIATION BYLAWS

The boundaries of the Association may be altered or expanded by a majority vote of the members in good standing at the request of home owners or residents in surrounding areas.

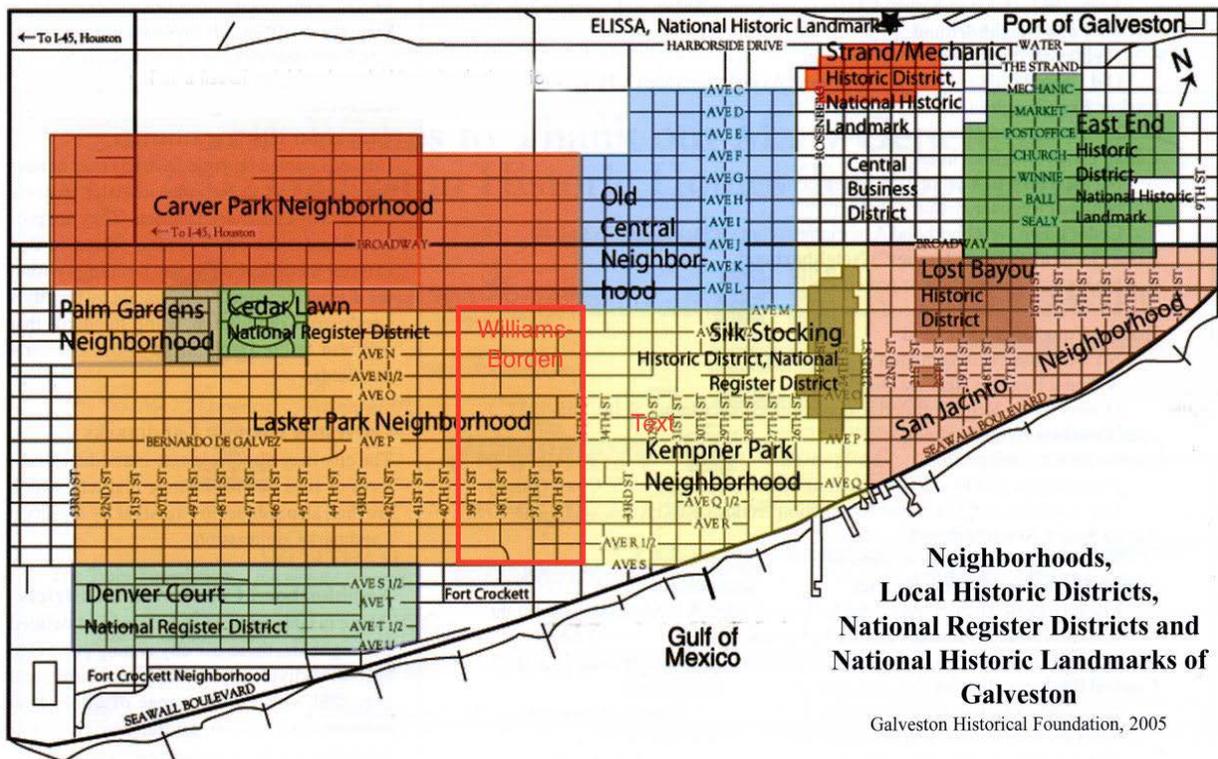
APPROVED by the Board of the Association on the

Chairperson

Secretary

APPENDIX A

The Association is defined as the highlighted portion of Galveston Island, Texas as shown on the attached map.



Williams-Borden Neighborhood Association

January 21, 2015

The organizational meeting of the Williams-Borden Neighborhood Association was held this date at Mod Cafe in Galveston. Present were Dennis McNabb, Barbara McGuffey, Craig Brown, and Margaret Canavan. The bylaws prepared by Dennis were unanimously endorsed pending review by Barbara and Margaret. Dennis agreed to serve as Chairman, Barbara as Treasurer, and Margaret as Secretary. Barbara will also be GAIN Liaison.

Respectfully submitted,

Margaret Canavan
Secretary

Williams-Borden Neighborhood Association Meeting - February 1, 2015

The meeting was called to order by Chair Dennis McNabb at 2:05 pm. He introduced himself, and Treasurer Barbara McGuffey and Secretary Margaret Canavan. He handed out membership application forms, copies of the bylaws, and minutes of the initial meeting.

Dennis introduced the purpose for the meeting, and for the Association. Margaret described the value of an organization such as this. We have an email address and are developing a Facebook page.

Treasurer Barbara McGuffey indicated that we plan to open an account at the Bank of Galveston with all funds we receive, and require two signatures on all checks; there were no objections to this plan. She led a discussion of the City's proposed LDR regulations, which are still in process. She described the process to this point, as she understands it, and our conversations with Councilman Dr. Craig Brown. She stated that we are seeking to be provided with regulations that will closely resemble what we have at this time. We have used recommendations established by the San Jacinto Neighborhood Association as a guideline.

At the request of residents from the north side of Avenue M in the WBNA boundaries, Margaret Canavan moved/Bruce Vieau seconded that "Residents on the north side of Avenue M within the WBNA boundaries) who join the Association be given full membership rights and voting privileges". This passed unanimously.

At the request of ~~those same~~ residents, Alex Drummond moved/ Barbara McGuffey seconded that "We request that the North side of Avenue M from 35th to 39th be included in the same zoning area as WBNA." This passed unanimously.

Attendees were encouraged to consider volunteering to work on projects of their choice with the Association. Barbara offered to speak to anyone interested in more information about the LDR process.

The meeting adjourned at 3:45pm.

Submitted by Margaret Canavan
Secretary

DRAFT Minutes of Williams-Borden Neighborhood Association Meeting 02/21/2015

Chair Dennis McNabb called the meeting to order at 2:05. He introduced guest Dr. Craig Brown, who is City Councilman for District 2. This includes the area of Williams-Borden from Avenue S to the south side of Avenue O. We presented Dr. Brown with a certificate of Honorary Membership. We also have a certificate for District 1 Councilman Woods which we will deliver to him, as he represents the area of WBNA between Avenues M & O.

Secretary Margaret Canavan read the minutes of the February 21 meeting. Leslie Watts moved/Ruthi Stayton seconded their approval, passed unanimously. Margaret stated that in the future minutes will be posted on the WB Facebook page for review.

Treasurer Barbara McGuffey reported opening our account at Hometown Bank of Galveston with a balance of \$525. Of this we owe Dennis McNabb \$131 (\$100 startup loan and \$31 for cost of copies for the Feb 1 WBNA meeting) and \$50 is owed to Barbara for her payment of the WB membership in GAIN (Galveston Association of Island Neighborhoods), leaving us net assets of \$344. Barbara is our representative to GAIN; meetings are the third Wednesday of each month and all are welcome. Barbara will also carry our issues to GAIN as we direct her and will keep us posted on the group's activities and recommendations. She discussed the benefits that (GAIN) provides to its members and reported on several things that have been talked about at recent meetings.

Election of Board members: The following members were recommended to be added to the current Board comprised of Chair Dennis McNabb, Secretary Margaret Canavan, and Treasurer Barbara McGuffey:

- Mary Branum
- Ruthi Stayton
- Lyda Ann Thomas
- Janice Stanton

Barbara McGuffey moved/Leslie Watts seconded that they be approved by acclamation. Passed.

Byron Bozeman recommended we seek information regarding Directors and Officers insurance. Barbara volunteered to talk about this with GAIN and other Neighborhood Associations to discuss what they recommend and report back to the Board.

Dennis described the standing committees that have been recommended and their possible oversight. These include

- Events: to consider picnics, speakers, meetings, Night out, Historical issues, Neighborhood Watch
- Liaison with City Agencies or Neighborhood Issues: to consider Police Dept, Trash, Planning Dept, City Codes
- Communications: to consider newsletter, Facebook page or website, email, membership, etc.

The Board will review and make recommendations for committees to be established. WBNA members were requested to email WBNA and let us know specific things they are interested in helping with. The complete board will consider these at their first meeting.

New Business

- Dr. Brown described the proposed "Gateway Corridor" project, with plans already developed to begin with 27th Street for enhanced pedestrian and vehicular amenities from Broadway to Seawall around the Ball High stadium. Harborside, 45th, and 53rd Streets are also being considered as possible additions going forward pending developing funding options. Barbara McGuffey moved/Byron Bozeman seconded that WBNA request Dr. Brown to add 39th Street (which is a gateway to Galveston College) to this project as City Council continues evaluating the Gateway Corridor Project.
- The issue of dangerous traffic on Avenues O and P was brought up by several individuals.
- Our next meeting was set for Saturday April 25, location TBA. Saturday afternoons were generally felt to be preferable to Sundays. Future meeting dates will be set by the Board.

Dr. Brown outlined the ongoing process of Galveston's Land Development Regulations, which is nearing a vote by Council. He described the current proposal for the Williams-Borden area. His district covers only as far north as Avenue O, with blocks between O and M being under the purview of Councilman Woods. He has approved a modified Urban Neighborhood zoning (as approved for San Jacinto Neighborhood Association) for his District 2 area (south side of Ave O

to north side of Ave S) while the District 1 area (north side of Ave M to north side of Ave O) has not been approved by Councilman Woods for this zoning. At present the major differences proposed between the two areas pertain to more allowed commercial development on numbered streets between O and M.

The meeting adjourned at 3:20 upon a motion by Alex Drummond.

Submitted by Margaret Canavan, Secretary

Williams Borden Neighborhood Association Meeting Minutes
June 27, 2015

President Dennis McNabb called the meeting to order at 2pm.

Treasurer Barbara McGuffey provided a verbal report of our finances. We have \$789.04 in our account. Bob Friedman/Ruthi Stayton moved acceptance of her report, passed unanimously.

A GAIN report was provided by Chris Smith, as Liaison Barbara McGuffey had been out of town. They discussed the proposed noise ordinance.

Margaret Canavan, Secretary, requested that another person take over that duty so she can focus more on communication with members. She resigned as Secretary, and Barbara McGuffey/Bob Friedman moved that she stay on the Board, passed unanimously. Margaret Canavan/Barbara McGuffey moved that Sharon Duray be added to the Board as Secretary, passed unanimously. Barbara McGuffey/Bob Friedman nominated John Wolbrecht for Board membership, passed unanimously.

Recorded to this point by Margaret Canavan

Sharon Duray, WBN new secretary recorded minutes after this point.

1. Suggestions regarding meeting times, dates, formats and locations were discussed. This included:
 - a. It was suggested that a pot luck dinner held during the week might attract more participants.
 - b. Mikey Isbell has volunteered to host meetings at her garden house but it does not have AC.
 - c. The San Jacinto Neighborhood Assoc. hosts pot luck meetings but has recently changed to a Happy Hour format.
 - d. It was suggested that we talk to GHF about using the Samuel May Williams House for WBN meetings and events.
 - e. Margaret Canavan plans to send a survey to members to determine if the 4th Saturday of the month at 2:00 p.m. is a good time for meetings.
2. Dr. Don Wilkerson presented "Community Beautification: Trash and Litter Control". Two handouts were distributed and can be found at:
https://drive.google.com/file/d/0B0ybWS_5hvAfM0Q0TWo3Z0g4ZHM/view?pli=1
The presentation focused on the benefits, research data and proposed actions for community beautification programs. WBN members were given suggestions to organize litter patrols and community beautification projects. Member discussion included:
 - a. It was pointed out that trash around schools zones increases substantially during the school year. Perhaps trash awareness educational programs can be presented in

schools and access to outdoor trash cans be increased. It was suggested that GISD or Clean Galveston be contacted about providing trash cans.

- b. Several active neighborhood litter patrols are already in place. It was suggested that neighbors inform others about free bulk pick-up (409-797-3630) and garbage cart repair (409-797-3630) to reduce litter in neighborhoods. If neighbors do not call on their own behalf, it is suggested that we call ourselves.
3. Dr. Craig Brown, District 2 Representative, attended the meeting and updated members on recent and future projects for the City.
 - a. City Council Representatives will receive 2.9 million unrestricted dollars for projects within Galveston neighborhoods. 4B sales tax money will be divided between the 6 districts (approximately \$490,000) and Dr. Brown is soliciting proposals/feedback from the neighborhood associations within his district on how to best use the money. In the past the money has funded historic lighting projects, curbs and sidewalks, and monument signs. He needs submit his proposals to the City by the end of the summer so he encourages WBN to formulate suggestions ASAP. WBN board members will solicit input.
 - b. On July 9th Council will learn if a new city-wide program offering a cost-sharing program with residents to repair/replace sidewalks and curbs will go into effect. If the program is approved, the City will purchase equipment and fund employees to work on these projects. Guidelines will need to be established. If implemented, the 4B sales tax money will not be needed to fund sidewalk/curb repairs, freeing up funds for other projects.
 - c. The City noise ordinance has been reduced from 85 decibels, to 75 decibels during the day and 70 decibels at night. Noise levels will be measured from the property line.
 - d. The City has determined that Food Trucks may operate from Food Truck Parks. A food truck park is defined as two or more food trucks with a minimum of 1000 sq ft of area per truck.
 - e. The 5 million dollar, 27th Street corridor renovation project is underway.
 - f. Downtown and Seawall trolleys should be operational by 2017.

The meeting was adjourned at 3:44 pm.

Williams-Borden Neighborhood Association
Meeting August 22, 2015
DRAFT MEETING MINUTES

The meeting was called to order by Treasurer Barbara McGuffey at 10:05am, as Chair Dennis McNabb was unavailable. She welcomed several visitors from the area west of 39th Street who are working on Night Out plans and may form an association.

Ruthi Stayton/Margaret Canavan moved that minutes of the meeting of June 27 be accepted; passed.

Treasurer Barbara McGuffey reported that our current bank balance is \$799.04. Margaret Canavan/Ruthi Stayton, moved approval, passed.

Barbara introduced our speaker Sergeant Destin Sims of the Galveston Police Department. The following is a very brief summary of his talk:

The safety and quality of the neighborhood is our responsibility and depends on what we tolerate. Police attention will be focused on neighborhoods that complain. As an older city our neighborhoods are very diverse and do not have set rules like some of the newer planned suburban communities. We all want safety and a low crime rate, so we must act to maintain that. One example of a neighborhood watch-type program is "Dog Walk Watch" which is a way to encourage people to pay attention to their surroundings while out with their pets, and encourage networking and connection among neighbors. We need to let criminals know that we report criminal activities.
95% of police arrests are the direct result of a citizen's phone call.

In response to a question about "beat" police presence, he told us that Galveston Island is divided into three sections: east of 39th, 39th to 61st, and west of 61st and that officers are assigned to one area over a period of time. He recommended that we invite a police officer to each of our meetings so they will be familiar with our neighborhood and our intentions, and be available for informational and planning purposes.

Barbara described the concept of "Block Captains" to seek to involve nearby neighbors. The Netdoor website is a possible tool we may be able to use for communication. There is also a GPD app for smartphones which can be used to report suspicious activity. We can always call dispatch at (409) 765-4702 to report such activity as well. They will not disclose the caller's name. For drug-related activity, it is recommended that we call.

Barbara introduced planning for National Night Out on October 6. We are considering several locations. Barbara McGuffey/Margaret Canavan moved that \$100 of WBNA funds be used to purchase supplies for Night Out. Ruthi Stayton suggested several ideas for children's activities, such as face painting and art. Barbara asked for volunteers to form a working group to plan the event(s) and Margaret will include that request in the next WBNA email.

Dr. Craig Brown, District 2 City Council Representative spoke briefly about funding available through his office for neighborhood projects. To prioritize the many suggestion he has received thus far, he will include two representatives from each of the five neighborhood groups in his district on a working committee. Dennis McNabb and Ruthi Stayton will represent Williams-Borden, with Mary Branum as alternate. Galveston currently has a curb and sidewalk program in which a homeowner can have repair

done by paying only for materials, with the City providing labor. This is extremely inexpensive for residents. District 2 is a very diverse district which includes approximately 10,000 of Galveston's 49,000 residents. Galveston welcomes have 6 million visitors each year, and some festival weekends have 400,000 on the Island, all of which creates particular challenges for the police. He described the Council's commitment to support the Police Department and add officers to the police force.

As a final note, Barbara made a request for block captains and we now have three. From an idea by Dennis McNabb, Barbara/Margaret proposed that anyone paying Association dues from October forward will be paid for 2016 also; passed. She also proposed the idea of a membership contest encouraging people to bring in new members.

The meeting adjourned at 11:50am.

Submitted by
Margaret Canavan
in the absence of Secretary Sharon Duray

From: [Margaret Canavan](#)
To: [Nicole Fisher](#)
Subject: Fwd: Neighborhood Organization Registration: Williams-Borden Neighborhood Association, Galveston TX
Date: Thursday, January 28, 2016 5:48:33 PM
Attachments: [Williams-Borden Bylaws.doc](#)
[Meeting 2015-01-21.docx](#)
[Meeting Minutes Membership 2015-02-01.docx](#)
[Meeting Minutes Membership 2015-02-21.docx](#)
[Williams Borden Neighborhood Association Meeting Minutes 6-27-15.docx](#)
[Williams Borden Neighborhood Association Meeting Minutes 8-22-15.docx](#)

Sending again, please let me know that you have received this. Thank you.

Margaret Canavan
(409)771=6252

----- Forwarded Message -----

Subject:Neighborhood Organization Registration: Williams-Borden Neighborhood Association, Galveston TX

Date:Tue, 26 Jan 2016 16:09:26 -0600

From:Margaret Canavan <mmcanavan@comcast.net>

To:nicole.fisher@tdhca.state.tx.us

CC:Mary Branum <mbranum1@hotmail.com>, Dennis McNabb <dennis.mcnabb@gmail.com>

Dear Ms. Fisher: Within this email, and attached, are documents regarding the Williams-Borden NA, for the so we can be on record with the Texas Department of Housing and Community Affairs. I hope this information is adequate for that purpose. I hope you will advise me if more information is required.

Name: Williams-Borden Neighborhood Association
PO Box 3039
Galveston TX 77552-0039

Two Members who live within the Association's boundaries:

Margaret Canavan
3823 Avenue P
Galveston Tx 77550-6661
(409) 771-6252
mmcanavan@comcast.net

Dennis McNabb
3815 Avenue P
Galveston TX 77550
(713) 805-3710
dennis.mcnabb@gmail.com

The attached bylaws include a map of the association's boundaries, as well as verbal description.

The attached meeting minutes of 1/21/2015 indicate approval of the bylaws. I am attaching additional meeting minutes for your information.

Thank you for your help.

Margaret Canavan