

BYLAWS OF THE DUNTREATH NEIGHBORHOOD ASSOCIATION

ARTICLE I TITLE AND GENERAL PURPOSE

SECTION 1. TITLE: The name of the association is Duntreath Neighborhood Association, hereinafter referred to as The Association. The principal office of The Association shall be the residence of the President of The Association located within the Duntreath neighborhood. Meetings of Members and Board of Directors may be held (in-person or virtually) within the State of Tennessee, County of Shelby, as may be designated by the Board of Directors.

SECTION 2. PURPOSE: The Association is a non-profit organization registered as a “Social Club” with the following objective and purposes:

- To provide a central point for gathering and dissemination of information throughout the neighborhood.
- To promote and encourage accord and engagement among neighbors.
- To request voluntary dues upon its Members to provide the funds with which to carry out the purposes and objectives thereto.

ARTICLE II MEMBERSHIP, DUES, AND VOTING RIGHTS

SECTION 1. MEMBERSHIPS: There shall be one class of Members, any family who resides and/or owns a home in Duntreath (see Fig. 1 Map), who desires to participate in the activities of The Association and who agrees to abide by the Bylaws of The Association and all other rules and regulations adopted by the membership, including the payment of the annual membership dues, may become a member of The Association.

Membership in The Association is not transferable or assignable.

Dues shall be used for the administration of the business of The Association and any other expenditures deemed necessary by the Board of Directors such as, but not limited to, social events, online engagement, and neighborhood beautification.

The \$40.00 annual dues for membership, as determined by the Board of Directors through budget considerations, shall expire on December 31 each year. Dues become payable for renewal on or before March 1 of the following year. Membership dues shall not be prorated based on the time of year paid.

Duntreath Neighborhood is located in Germantown, TN 38139, off Dogwood Road with homes located on and near Prestwick and Kilbirnie Roads. While other neighboring communities exist that utilize the Duntreath name, Duntreath Neighborhood Association serves the 438 homes in the

boundaries created by the City of Germantown. Homeowners residing in Duntreath Equus Park (N. Kilbirnie) and Duntreath Park (N. Prestwick) are eligible for membership. See Figure 1.

ARTICLE III
AUTHORITY

SECTION 1. OFFICERS: The Officers of The Association shall include the following positions: President, Vice President, Secretary, and Treasurer. Each position may be held by up to two (2) people for the purpose of sharing responsibilities; a position may be shared by people residing in the same household. All Officers are volunteers and comprise of the Board of Directors.

In Board of Directors meetings, each position receives one (1) vote, regardless of whether the position is held by one (1) or two (2) people.

If the need arises for a vote of the entire Association membership, each household has one (1) vote.

Officers shall be elected at the Annual Meeting by a majority of The Association Members voting in attendance.

SECTION 2. BOARD OF DIRECTORS: The Board of Directors shall consist of the elected Officers and the Chairpersons of all standing committees.

The President of The Association shall act as Chairperson of the Board of Directors.

The Board shall meet at the call of the Chairperson at such times and places/methods as designated by the Board.

The business of the Board shall be conducted only when a quorum is present. A quorum shall be a majority of the membership of the Board.

SECTION 3. TERM OF OFFICE: The term of office of the Officers of The Association shall begin immediately following the Annual Meeting election and shall continue for two (2) years or until a successor is elected or the office is vacated for any reason.

SECTION 4. RESIGNATION OF OFFICERS: Officers of The Association and Chairpersons of standing committees of The Association shall notify in writing the Chairperson of the Board of Directors when they are no longer able to perform their duties but is requested to continue in said capacity for a reasonable time to allow for choosing a successor.

All materials belonging to The Association should be returned to the Board of Directors upon completion of duties.

ARTICLE IV
NOMINATIONS AND ELECTIONS

SECTION 1. NOMINATION COMMITTEE: A Nominating Committee for open positions, as applicable, will be appointed by the Board of Directors in October of an election year.

Nominees shall be presented to the Board in January.

SECTION 2. ELECTIONS: Elections shall be held at the Annual Meeting following a nomination period.

Election shall be by a majority vote of The Association Members present.

ARTICLE V
MEETINGS

SECTION 1. ANNUAL MEETING: The Annual Meeting of The Association Members shall be held at a location (in person or virtual) so designated by the Officers for the transaction of such other business as may come before the meeting as well as for the purpose of electing Officers.

Notice in writing stating the place, day, time, and hour of any meeting shall be delivered to Members via email to the address(es) provided at the time of the most recent Association membership application, as well as website and social media.

SECTION 2. SPECIAL MEETINGS: A special meeting of The Association Members may be called for the purpose of considering matters which require approval of The Association Members or any other reasonable purpose.

The desire for a special meeting must be presented in writing to the Chairperson of the Board including detailed reason(s) to assemble and name(s) Association Member(s) who will be invited to speak.

If a motion is made for a vote to take place, Chairperson may call for a brief recess to convene with the Board. All Association Members present during meeting may vote. One vote per Member Household.

ARTICLE VI
ADOPTION AND AMENDMENTS

SECTION 1. ADOPTION AND AMENDMENT OF BYLAWS: These Bylaws when adopted shall become effective (date pending approval of legal counsel).

These Bylaws may be altered, amended or repealed, and new Bylaws may be adopted by a majority vote of The Association Members present at any Annual Meeting or at any special membership meeting provided official notice of the meeting has been given to the membership.

CERTIFICATION

These Bylaws were presented at the Annual Meeting of The Association held on the 7th day of February, 2022. Adoption of Bylaws will be reviewed by legal counsel secured by Board of Directors and presented again for a final vote by Association Members at a later date.

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

FIGURE 1 DUNTREATH NEIGHBORHOOD ASSOCIATION MAP

In 2021, The Association’s Officers researched documentation provided by The City of Germantown to determine the number of homes within the boundaries of “Duntreath.” According to Duntreath Equus Park leadership, their Homeowners Association includes the twenty-two (22) homes shaded in dark green and marked with an “X.”

The Association’s Officers voted to include the remaining section noted in light green in the number of homes served by The Association. The total number of households within the boundaries of The Association is 438. This includes 365 (shown as “Duntreath” in pink) + 73 (shown as “Duntreath Equus Park” in light green).

Homes with addresses located in Duntreath Equus Park and Duntreath Park may become Members of The Association upon receipt of membership paperwork and dues. The Association is separate from any mandatory club, association or group within the shaded boundaries determined by the City of Germantown. The Association does not actively recruit nor provide printed communications to members in Duntreath Equus Park or Duntreath Park.

