

September 27, 2023

## Academy North Neighborhood Association

Debra Wehling  
8112 Ruidoso NE  
Albuquerque, NM 87109

Adam Warrington  
8400 Parrot Run Rd. NE  
Albuquerque, NM 87109

Dear Debra and Adam:

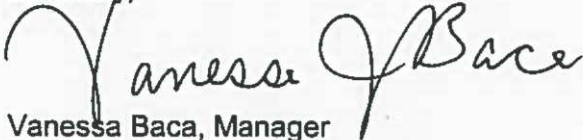
Our office received your Bylaws from your association on **September 17, 2023**. After checking the bylaws we noted that:

- Your **membership** – shall be to those persons who own, rent, or lease a legal residence located within the boundaries.
- Your **Annual Meeting Month** is March.
- Your **bylaws were approved on September 14, 2023. Signed by President and Vice President on September 14, 2023.**

We are pleased to inform the *Academy North Neighborhood Association* that your association is in compliance with the Neighborhood Association Recognition Ordinance to maintain your “recognized” status with the Office of Neighborhood Coordination.

If you have any questions, please feel free to contact our office at 768-3334 or [onc@cabq.gov](mailto:onc@cabq.gov).

Sincerely,



Vanessa Baca, Manager  
Office of Neighborhood Coordination

**BYLAWS ACCEPTED BY ONC – September 21, 2023**

SEP 17 2023

Received

V813

BYLAWS of  
Academy North Neighborhood Association  
Hereafter referred to the "Association"

OFFICES

1.1 PRINCIPLE OFFICE. The principal office of the association portion shall be in the City of Albuquerque

1.2 PURPOSE. to maintain the integrity of the neighborhood. To work with the city of Albuquerque to keep residents aware of all issues affecting them so they may make decisions concerning changes in and around the area. To promote safety, security, welfare, neighborly and friendly values. To promote care of all residencies to protect the property values of Academy North.

1.3 WEBSITE. <https://academynorthneighborhood.com>. Newsletters, Annual Meeting Minutes, Bylaws, Covenants, links and contact information may be found on the website.

1.4 NEIGHBORHOOD LOCATION. Academy North Neighborhood is bounded on the North by Racheleigh (and its access road), South by Parrot Run (and its access road), East by Leslynne, and West by Barstow.

MEMBERSHIP

2.1 MEMBERSHIP and DUES. Members shall be those persons who own, rent, or lease a legal residence located in Academy North neighborhood. The Neighborhood Association Recognition Ordinance (NARO) stipulates dues are voluntary and cannot be a prerequisite for either membership or voting rights. Current voluntary membership fees are \$50 and are used mainly for the upkeep of common areas and along Barstow Rd and the north and south entrances to the neighborhood.

2.2 PLACE OF MEETING. Meetings of the Members may be held at such place or places within the State of New Mexico as shall be fixed by the Executive Officers.

2.3 ANNUAL MEETING. An annual meeting of Members for the election of officers and the transaction of other business shall be held during the month of March, the exact day and time to be determined by the President or Executive Officers.

#### 2.4 NOTICE OF MEETINGS

- (a) ANNUAL MEETING. The NARO requirements stipulate that Annual Meetings must be noticed at least two weeks/14 days in advance to all membership, the public and to the ONC by placement of one or more signs at prominent locations within the neighborhood association boundaries and one or more of the following:
  - a. U.S. mail; or
  - b. Delivered flyers; or
  - c. Website or social media posting; or
  - d. E-mail, text message, direct message through social media, or other form of electronic messages delivered to the known address of each member.

(b) SPECIAL MEETING. Written, printed or electronic notice stating the place, day and hour of the meeting and the purpose(s) for which the meeting is called shall be available to each member or the Executive Officers, not less than three (3) and no more than thirty (30) days before the date of the meeting, by or at the direction of the President, the Secretary, or other duly appointed member.

- 2.5 VOTING. NARO requires that every adult resident shall be eligible for membership and each member shall have one vote. Voting cannot be limited to households but must be offered to all adult members, regardless if they share a residence with another member. NARO requirements for voting are as follows:
  - Members are given advance notice as prescribed by §14-8-2-3(B)(6), above; and
  - Each member is afforded the ability to vote using at least one of the following methods: in-person, mailed paper ballot, or electronic means (except that elections held at the annual meeting must be voted on in person consistent with subsection 9 below); and
  - If a virtual online meeting is used for an in-person vote, votes must be recorded via a roll call vote.
  - When voting occurs by paper ballot, results are tallied by a committee consisting of two or more members of the association and reported to association members in writing either electronically or hard copy. Electronic ballots must be canvassed in the same method, or through other reasonable methods.



- o With the exception of elections held at the annual meeting, a recognized neighborhood association must hold votes by at least one of the following mechanisms: in person, electronically or by mail-in or paper ballot.

**2.6 QUORUM AND ACTION** (a) At any duly held meeting of members, presence in person or proxy, of at least 10% of the membership on record, shall constitute a quorum, except as otherwise provided by law. If less than 10% of such membership is represented as a meeting, a majority of the membership so represented may adjourn the meeting from time to time without further notice. Any such adjourned meeting at which at least 10% of the membership of record shall be present or represented, any business may be transacted at the meeting originally notified. The members present at the duly organized meeting may continue to transact business until adjournment, notwithstanding the withdrawal of enough members that leave less than the quorum.

(b) A majority of the votes cast at a duly held meeting of members at which a quorum is present, in person or by proxy, shall be sufficient to act upon any matter which may properly come before the meeting, unless a greater vote is required by law.

**2.7 ACTION WITHOUT A MEETING** Any action required to be taken at a meeting by the members may be taken without a meeting if consent is given in writing setting forth the actions so taken shall be signed by at least 10% of the members.

**2.8 PROXIES** At all meetings of the members, a member may vote by proxy executed in writing or email. Such proxy shall be filed by the Secretary before or at the time of the meeting. No proxy shall be valid without a qualified member's name and address, and after eleven (11) months from the date of the execution unless otherwise provided in the proxy.

## **OFFICERS**

**3.1 EXECUTIVE OFFICERS.** The executive officers of the Association constitute the Executive Officer Board and shall be made up of a President, a Vice President, a Secretary, and a Treasurer. All of whom shall be elected annually at the annual meeting and by majority vote of members present. All vacancies

4.2 CHECKS. Checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Association of \$500.00 or greater shall be signed by such two (2) officers or agents of the Association and in such a manner as shall be determined from time to time by resolution of the Executive Officers. All other checks, drafts or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Association of less than \$500.00 may be signed by the Treasurer.

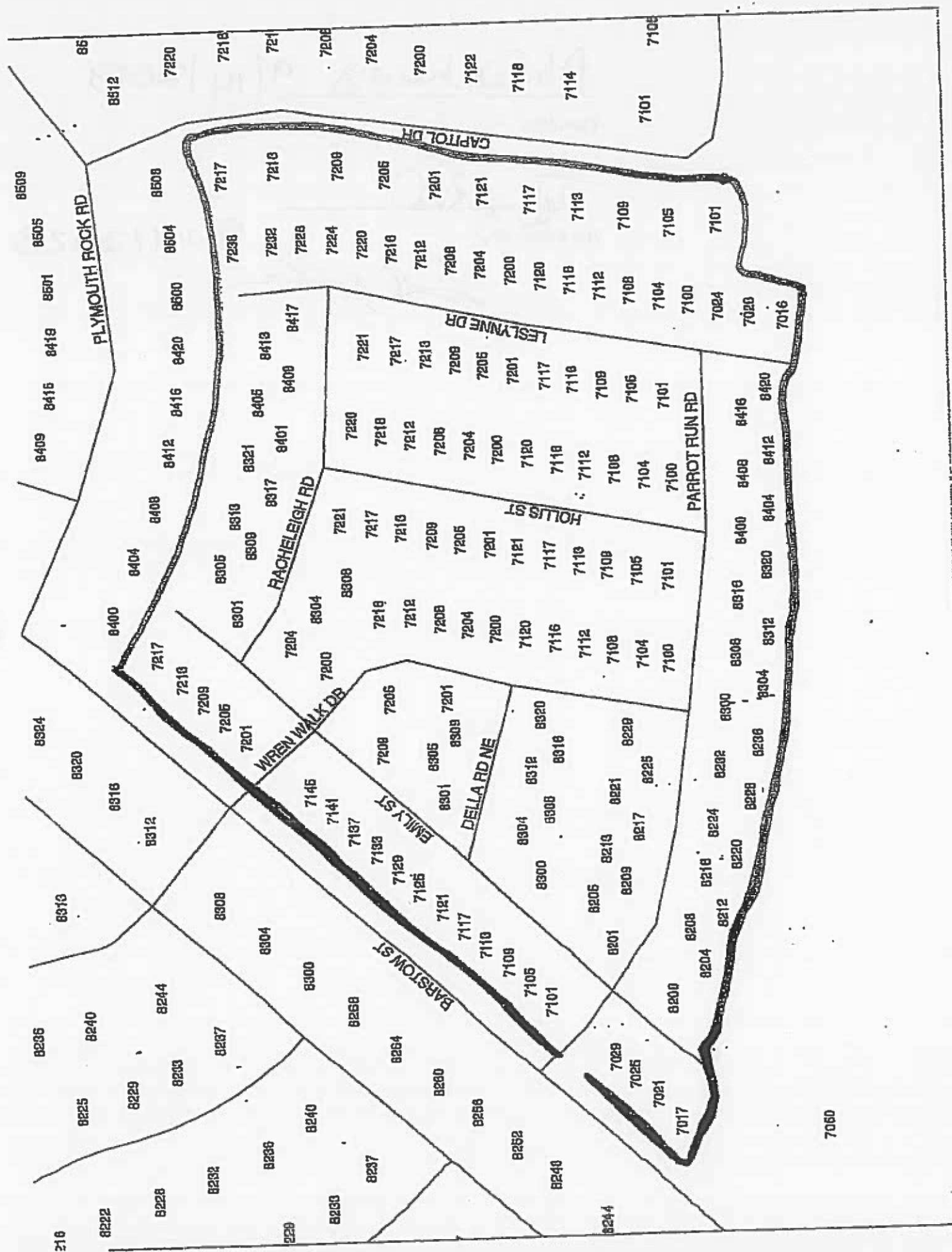
4.3 AMENDMENTS. These bylaws may be amended at the regular or special meetings of the members or officers, by a vote of a majority of a quorum of members or officers present in person or by proxy.

4.4 DISSOLUTION PROVISION. Upon dissolution of the Association, the Association shall after paying or making provision for the payment of all liabilities of the Association, dispose of all assets in such a manner as defined by the Association, exclusively for recognized charitable, nonprofit or educational organizations.

4.5 NEWSLETTER. A minimum of two newsletters will be produced per calendar year. One in April, or May following the Annual meeting and one in October or November. Regular newsletters will contain, at a minimum, 1) Letter from the President 2) Treasurer's report, 3) Committee Reports as needed, 4) Listing of current Officers and Committee Chairs.

4.6 COMMITTEES. If any committee is no longer applicable or cannot be regularly staffed and maintained by resident volunteers, then the President can permanently or temporarily merge, combine or dissolve a particular committee. The Association has several standing committees:

- a. Beautification
- b. District 4 Coalition
- c. Welcome and Membership
- d. Community Policing
- e. Newsletter
- f. Social



DW Schein 9/14/2023

President

Tiffany Reid

Vice President

9/14/2023

x

DW

**Carmona, Dalaina L.**

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**From:** Baca, Vanessa  
**Sent:** Thursday, September 21, 2023 9:33 AM  
**To:** Carmona, Dalaina L.  
**Subject:** Academy North Neighborhood Association Bylaws  
**Attachments:** officedepotscan.pdf

I have no changes. They offer open membership to all residents and businesses, offer voluntary dues, specify month of annual meeting and follow NARO guidelines for noticing meetings. These are signed and dated and a map is included. Please process. I will sign off on them next week. Thanks!



**Vanessa Baca**  
Manager

Office of Neighborhood Coordination (ONC) | City Council Department | City of Albuquerque  
(505) 768-3331 Office

E-mail: [vanessabaca@cabq.gov](mailto:vanessabaca@cabq.gov)

Website: [www.cabq.gov/neighborhoods](http://www.cabq.gov/neighborhoods)



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**From:** Debra Wehling <deedeecpa@gmail.com>  
**Sent:** Sunday, September 17, 2023 9:26 AM  
**To:** Baca, Vanessa <vanessabaca@cabq.gov>  
**Subject:** BYLAWS - Academy North Neighborhood Association

[EXTERNAL] Forward to [phishing@cabq.gov](mailto:phishing@cabq.gov) and delete if an email causes any concern.

Hello

Please see attached with the corrections made to the BYLAWS.

Debra Wehling