CONSTITUTION AND BY-LAWS

The New York City Housing Authority recognizes that Resident Associations are independent entities and as such should develop their own By-Laws. Since the democratically elected officers of Resident Associations will represent their members in dealing with the Housing Authority and in decisions affecting all residents of their development, it is essential that membership in the organization be open to all, that participation by all residents is encouraged, that the process for election of officers be open, fair, and understandable to all participants. To this end a Memorandum of Agreement regarding Resident Associations was entered into between the New York City Housing Authority and the City-Wide Residents Organization. A copy of this is attached.

ARTICLE I

NAME

Section 1. The name of this organization shall be,

The "Staten Island District Council of Presidents."

CERTIFIED

Michael Cox, Resident Liaison

Date 11/19/2014
ARTICLE II
PURPOSE

In Compliance with the Federal Department of Housing and Urban Development 964 Regulations, the purpose of the Staten Island District Council of Presidents ("Council") shall be to act as liaison to the City-Wide Council of Presidents; and any successor body, and the New York City Housing Authority ("NYCHA") for the purpose of apprising NYCHA of the interests and concerns of the Resident Organizations represented by the Council, and to work in conjunction with NYCHA to foster and promote the creation and maintenance of independent, informed, self-governing Resident Organizations capable of providing effective and meaningful representation to NYCHA residents."

ARTICLE III
MEMBERSHIP

Section 1. ELIGIBILITY.

Membership in the Council shall consist of the Presidents of those Resident Associations or Resident Councils which are officially recognized by NYCHA, which represent NYCHA Residents residing in the NYCHA Developments located within the confines of the Staten Island District. Those NYCHA Developments are: Berry Houses, Cassidy/Lafayette Houses, Mariner’s Harbor Houses, New Lane Shores, Richmond Terrace Houses, South Beach Houses, Stapleton Houses, Todt Hill Houses, and West Brighton I &II Houses.

Section 2. COMPLIANCE WITH TERMS OF LEASE.

Membership in the Council shall be contingent upon a member remaining in compliance with the terms of the lease to his or her public housing apartment. Members who are not in compliance with the terms of their lease shall be suspended from the council.

a) If a member is suspended from the Council, in order to maintain the representation of each Resident Association of the Council, the Officer designated in that Members Association By-Laws, to fill the vacancy the Office of President, shall assume membership on the Council for that NYCHA Development, will have full rights associated with Membership on the Council, until the suspended Member is Eligible to Reassume their position or a new President is elected by that Association.
ARTICLE IV
OFFICERS AND THEIR ELECTION

Section 1. OFFICERS.
The officers of the Council shall be Chair, Vice-Chair, Treasurer, Secretary, Assistant Secretary, Assistant Treasurer and Sergeant-At-Arms. The officers of the Council shall comprise the Executive Board. No member shall hold more than one (1) office, during any term.

Section 2. ELECTION.
Officers shall be elected by a secret ballot of the membership of the council at an election meeting held during the month of November. Officers shall hold office for a term of three (3) years, and thereafter until their successors are elected.

Section 3. INSTALLATION OF OFFICERS.
Officers elected by the membership of the Council at a regularly scheduled election meeting shall be installed at the next meeting of the general membership immediately following their election. Officers elected or appointed to fill an unanticipated vacancy shall be installed immediately.

Section 4. TERM LIMITS.
No Member may hold the same office for more than two terms.

Section 5. VACANCIES.
Unless otherwise provided for in these by-laws, any vacancy in any office shall be filled for the unexpired portion of the term by an election of a successor, at the first general or special meeting of the general membership following the creation of the vacancy. Candidates to fill the Vacancy shall be selected by a call for nominations from the floor. Voting shall be by a show of hands. The candidate receiving the greatest number of votes shall be elected, provided that a quorum is present.

Should a vacancy in any office for which these by-laws do not provide for a successor occur at a time when no regular meetings of the general membership is scheduled to be held for a period of one (1) month, the Executive Board shall appoint a qualified person to fill that office for its unexpired term, and thereafter until a successor is elected. However, such appointment shall be contingent upon ratification by the general membership at the next regularly scheduled meeting.
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OFFICERS AND THEIR ELECTION

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ARTICLE V
DUTIES OF OFFICERS

Section 1. CHAIR.
The Chair shall be the chief executive officer of the Council, and shall preside at all meetings of the Council and the Executive Board. Upon taking office, the Chair shall assign to the Vice-Chair such responsibilities as the opinion of the Chair are appropriate.

Section 2. VICE-CHAIR.
The Vice-Chair shall take the place of the Chair and perform those duties whenever the Chair shall be absent or unable to act. The Vice-Chair shall perform such other duties as shall from time to time be determined by the Executive Board. In the event that the office of Chair shall become vacant for any reason, the Vice-Chair shall assume that office for the duration of the unexpired term, and thereafter until a successor is elected.

Section 3. TREASURER.
The Treasurer shall have custody of all monies of the Council and shall be responsible for keeping full and accurate accounts of all receipts and disbursements in the books belonging to the Council. He or She shall be responsible for the deposit of all monies and other valuables in the name, and to the credit, of the Council in such banks or depositories as the Executive Board may designate. The Treasurer shall disburse funds only upon the presentation of duly authorized and approved vouchers, and shall co-sign checks with the Chair or other officer designated by the Executive Board for that purpose.

The Treasurer shall maintain a true record of the expenses, assets, and liabilities of the Council in books belonging to the Council, and shall submit the Council’s books to the Chair or the Executive Board upon written request. He or She shall submit a written financial report at each meeting of the Executive Board showing in appropriate detail (1) the assets and liabilities of the Council; (2) the revenues or receipts of the Council; (3) the expenses or disbursements of the Council. The report shall be filed with the minutes of the meeting. The Treasurer shall deliver a similar report orally at each general membership meeting.

The Treasurer shall execute and file with the Executive Board a bond conditioned upon faithful performance of his or her duties, as Treasurer, in the sum and with such surety as the Executive Board may require. The premium for such bond, however, shall be paid by the Council.
ARTICLE V
DUTIES OF OFFICERS (CONTINUED)

Section 4. GENERAL SECRETARY.
The General Secretary shall keep the minutes of all meetings of the Executive Board and the general membership of the Council. He or She shall have charge of the Council’s books and records (other than those kept by the Treasurer) and shall maintain a file of all correspondence, reports, and other documents belonging to, or issued or received by the Council or its committees. The General Secretary shall prepare such correspondence as the Chair or the Executive Board may require. He or She shall be responsible for seeing that all notices are sent out. He or she shall keep a full and correct list of the officers and members of the Council with their correct addresses and telephone numbers.

Section 5. ASSISTANT SECRETARY AND ASSISTANT TREASURER
The Assistant Secretary and the Assistant Treasurer shall have such powers and shall preform such duties as may be assigned to them by the Executive Board, Chair Secretary, or Treasurer respectively. In the absence or disability of the Secretary or the Treasurer the Assistant Secretary or Assistant Treasurer, as the case may be, shall preform all their duties and exercise all their powers. The Assistant Treasurer may be required to give security for the faithful performance of his or her duties in such sum and with such surety as the Executive Board may require.

Section 6. SERGEANT-AT-ARMS
It shall be the duty of the Sergeant-At-Arms to maintain order at the meetings, determine if a quorum is present, tally votes when required, escort guests to the dais, and to make sure that only bonafide and eligible members are present at closed meetings, and that only the votes of eligible members are counted.

ARTICLE VI
EXECUTIVE BOARD

Section 1. COMPOSITION
There shall be an Executive Board which shall be comprised of the individuals holding the offices of Chair, Vice-Chair, Treasurer, Secretary, Assistant Secretary, Assistant Treasurer and Sergeant-At-Arms. The Chair shall preside over all meetings of the Executive Board.
ARTICLE VI
EXECUTIVE BOARD (CONTINUED)

Section 2. MEETINGS

The Executive Board shall meet on the second Wednesday of each month, or at the convenience and agreement of the Executive Board. Special meetings of the Executive Board may be called by the Chair or upon written request of TWO-THIRDS (2/3) of the members of the Executive Board.

Section 3. RESPONSIBILITIES

The Executive Board shall:

a) Formulate and actively support the Council's objectives, policies, and programs.
b) Assume responsibility for the provision of adequate finances for the Council's work.
c) Formulate an annual budget after receiving the recommendations thereon from the general membership.
d) Conduct periodic evaluations of the work of the Council for the purpose of improving overall operations.
e) Establish such special committees as may be necessary to carry out the work of the Council.
f) Perform any other act that is in the best interest of the Council

Section 4. QUORUM

Two-Thirds (2/3) of the members of the Executive Board shall constitute a quorum for the transaction of business. All matters shall be decided by the vote of the majority of the Executive Board members present at the time of a vote, provided that a quorum is present.

ARTICLE VII
COMMITTEES

Section 1. TYPES

There shall be Standing Committees and Ad-Hoc Committees. The Standing Committees shall include a By-Laws Committee.
ARTICLE VII
COMMITTEES (CONTINUED)

Section 2. CREATION
Ad-Hoc and Standing committees, in addition to those named in these by-laws, may be appointed by the Executive Board as the need may arise.

Section 3. COMPOSITION
Each Committee shall consist of a Chairperson and at least two (2) additional members.

Section 4. APPOINTMENT OF MEMBERS
Except as otherwise provided in these by-laws, the members and chairperson of each Standing Committee shall be appointed annually by the Chair, subject to the approval of the Executive Board except for the Ad-Hoc Nominations Committee whose Chair shall be selected by the Committee.

Section 5. REMOVAL OF CHAIRPERSON
If the Chairperson of a committee is remiss in carrying out his/her duties the Chair may, with the approval of the Executive Board, remove the Chairperson and appoint a replacement as provided in Section 4 above.

ARTICLE VIII
RECORDS AND MANAGEMENT

Section 1. BOOKS, RECORDS, AND MINUTES.
All books, accounts, records, and minutes of meetings prepared for the Council shall be the property of the Council and shall be maintained at its office.

Section 2. EXAMINATION OF BOOKS.
The books, accounts, records, and documents of the Council shall be open to inspection by members, at reasonable times, at the office of the Council.

Section 3. SIGNING OF CHECKS AND LEGAL DOCUMENTS.
All Checks shall be signed on behalf of the Council by the Chair or Vice-Chair, and be counter signed by the Treasurer. All legal documents shall be signed on behalf of the Council by the Chair, and counter signed by the Vice-Chair or the Secretary.
ARTICLE VIII
RECORDS AND MANAGEMENT (Continued)

Section 4. AUDITS

NYCHA shall have the right to reasonably request that an audit be conducted of the Councils Financial records at NYCHA's expense. The audit may be preformed by NYCHA or by an appropriate person or entity selected by NYCHA, and in agreement with the Staten Island Council of Presidents.

ARTICLE IX
NOMINATIONS AND ELECTIONS

Section 1. NOTICE OF MEETINGS.

Nominating and election meetings shall be held only upon written notice to the membership given at least one (1) month prior to the date of the scheduled meeting. Notice of such a nominating meeting shall state the requirements which must be satisfied before a member may be nominated for office. Notice shall be given in one or more languages as appropriate.

Section 2. NOMINATING COMMITTEE

There shall be a Nominating Committee which shall be an Ad-Hoc Committee. The members of the Nominating Committee shall elect its own Chairperson and are eligible for nomination or election to office.

Wherever possible, the Chairperson of the last appointed Nominating Committee shall serve on the current Nominating Committee. The former Chairperson may be heard, but may not vote on committee business.

Section 3. NOMINATIONS

At a meeting of the general membership held at least one month before a meeting at which an election of officers is scheduled to take place, the Nominating Committee shall deliver a report nominating at least one (1) candidate for each office of the Council. The Committee shall confirm in its report that each nominee has agreed to serve if elected. Additional nominations may be made from the floor following the report of the Nominating Committee.
ARTICLE IX
NOMINATIONS AND ELECTIONS (Continued)

Section 4. ELECTIONS
A) Quorum.
A majority of the members of the Council shall constitute a quorum for the purpose of electing officers. The vote of a majority of the members present at the time of a vote, if a quorum is present at such time, shall be required to elect a candidate to office.

B) Time and Manner
Elections shall be conducted at an election meeting held in the month of November. The vote shall be taken by secret ballot. In the event of a candidate for any office shall be unopposed, the Secretary shall cast and record one (1) vote therefore on a motion approved and carried by the body, and such candidate shall be elected to office.

Section 5. CONDUCT OF NOMINATING AND ELECTION MEETINGS

Nominating and election meetings may be conducted by the Council, staff of the NYCHA Department of Community Operations (DCO) or by an appropriate outside entity approved by the DCO. One or more representatives of DCO may attend the Council’s nominating and election meetings.

Section 6. VOTING

Each member of the Council shall have no more than, nor less than, one (1) vote. Voting by absentee ballot, proxy, and write-in votes shall not be permitted.

ARTICLE X
REMOVAL FROM OFFICE

Section 1. CAUSE

Any officer may be removed from office for dereliction of duty, malfeasance, conflict of interest, actions contrary to the best interests of the Council, or for absence from three (3) consecutive meetings of the general membership or of the Executive Board (or any combination of said meetings) without sufficient and valid reason.
ARTICLE X
REMOVAL FROM OFFICE (Continued)

Section 2. PROCEDURE

a) A review Committee, consisting of the members of the Executive Board (other than the officer whose removal is under consideration) and one observer designated by NYCHA’s Department of Resident Engagement shall be convened by the Chair or the Vice-Chair for the purpose of hearing charges against any officer whose removal is sought under the provisions of this Article.

b) The committee shall meet and consider whether the charge(s) brought against the officer have merit. The charge(s) shall be presented to the accused officer in writing not less than ten (10) calendar days in advance of the meeting of the Review Committee. The accused may have representation of his or her choice at the Review Committee Meeting.

c) If a majority of the members of the committee conclude that the charge(s) have merit, the charge(s) shall be presented to the membership of the Council for their consideration and voter at a special or regular meeting.

d) The vote of two-thirds (2/3) of the members present at the meeting at which the charge(s) are presented to the membership, if a quorum is present at such time, shall be required to remove an officer from office.

ARTICLE XI
MEETINGS

Section 1. GENERAL MEMBERSHIP MEETINGS

Meetings of the general membership shall be held on the third Wednesday of each month, during the months September to June. There will be no general membership meetings in the months July and August, except if circumstances arise that require a special meeting to be called. In the event that a meeting date falls on a legal or religious holiday, the meeting shall be postponed to another date. The Chair may invite guests to meetings of the general membership and to meetings of the Executive Board.
ARTICLE XI
MEETINGS (Continued)

Section 2. NOTICES

Notice of any regular meeting of the general membership or Executive Board shall be given. In the event that a meeting date must be changed because a meeting would conflict with the observance of a legal or religious holiday, notice of the new meeting date shall be mailed promptly to each member.

Written notice of each special meeting shall be either personally delivered or mailed to each member at least ten (10) days in advance of the meeting date.

Section 3. QUORUM

A majority of the members of the Council present shall constitute a quorum for the transaction of business at any meeting of the membership.

Section 4. ANNUAL MEETING

The general membership meeting scheduled for the month of December shall be deemed the Annual Meeting of the Council. The items of business at the Annual meeting shall include the presentation of annual reports to the membership, and if an election shall have been held the previous month, the installation of officers.

Section 5 SPECIAL MEETINGS

A special meeting may be called at the direction of the Chair upon ten (10) days prior written notice to the members, which notice shall include a detailed statement of business to be addressed at the meeting. A special meeting shall Be called by the Chair whenever the same is requested in writing by two-thirds (2/3) of the members of the Executive Board, or by the vote of a majority of the members of the Council at a regular meeting thereof.

Section 6. ORDER OF BUSINESS

The Order of Business at all regular and annual meetings shall be:

a) Call to order and presentation of the agenda.
b) Reading and acceptance of minutes.
c) Presentation of financial report.
d) Presentations from guests.
e) Reports from NYCHA and NYPD.
ARTICLE XI
MEETINGS (Continued)

Section 6. ORDER OF BUSINESS (Continued)
  f) Reports of committees.
  g) Reports of officers.
  h) Discussion of any correspondence, or petitions received.
  i) Unfinished business.
  j) New Business.
  k) Announcements.
  l) Adjournment.

ARTICLE XII
PARLIAMENTARY AUTHORITY

The rules contained in the latest edition of “Robert's Rules of Order” shall govern the Council in all instances to which they are applicable and in which they are not inconsistent with the provisions of these By-Laws.

ARTICLE XII
AMENDMENT OF BY-LAWS

Section 1. REVIEW

These By-Laws shall be reviewed by the By-Laws Committee at least once every three (3) years.

Section 2. AMENDMENTS

By-Laws amendments may be proposed by the By-Laws Committee and shall be proposed by the committee upon written request of at least two-thirds (2/3) of them members of the District.

Section 3. NOTICE OF PROPOSED AMENDMENTS

Written notice containing the content of every proposed By-Law amendment shall be given to each Council member at least one (1) month prior to the regular or special meeting at which the proposed amendments will be considered. Adoption of a proposed amendment shall require the affirmative vote of at least two-thirds (2/3) of the members in attendance at a regular or special meeting, provided that a quorum is present.
ARTICLE XIII
DISSOLUTION

If for any reason the Council shall dissolve, possession, and control of its assets, including but not limited to books, ledgers, bank accounts, petty cash, minutes of meeting, correspondence, etc. shall be delivered to the New York City Housing Authority's Resident Engagement Department for safe keeping, until such time as they can be turned over to any successor Council.

STATEMENT OF ADOPOTION AND RATIFICATION

These By-Laws were prepared by a Committee consisting of the following:

[Signatures]

and were adopted by affirmative vote of at least two-thirds (2/3) of the members in attendance at the meeting of the Council held on November 19, 2014. An Official Tally of each vote is attached.
STATEN ISLAND COUNCIL OF PRESIDENTS
BY-LAW AMENDMENTS

Ratified by a 2/3 vote of the Membership on November 19th, 2014

Preamble: (Added)

"The New York City Housing Authority recognizes that Resident Associations are independent entities and as such should develop their own By-Laws. Since the democratically elected officers of Resident Associations will represent their members in dealing with the Housing Authority and in decisions affecting all residents of their development, it is essential that membership in the organization be open to all, that participation by all residents is encouraged, that the process for election of officers be open, fair, and understandable to all participants. To this end a Memorandum of Agreement regarding Resident Associations was entered into between the New York City Housing Authority and the City-Wide Residents Organization. A copy of this is attached."

Article II: PURPOSE"

From: "The purpose of the Staten Island District Council of Presidents ("Council") shall be to act as liaison to the New York City Housing Authority ("NYCHA") for the purpose of apprising NYCHA of the interests and concerns of the Tenant Organizations represented by the Council, and to work in conjunction with NYCHA to foster and promote the creation and maintenance of independent, informed, self-governing Tenant Organizations capable of providing effective and meaningful representation to NYCHA residents."

To: In Compliance with the Federal Department of Housing and Urban Development 964 Regulations, the purpose of the Staten Island District Council of Presidents ("Council") shall be to act as liaison to the City-Wide Council of Presidents; and any successor body, and the New York City Housing Authority ("NYCHA") for the purpose of apprising NYCHA of the interests and concerns of the Resident Organizations represented by the Council, and to work in conjunction with NYCHA to foster and promote the creation and maintenance of independent, informed, self-governing Resident Organizations capable of providing effective and meaningful representation to NYCHA residents."

Article III, Section 1: "ELIGIBILITY"

From: Membership in the Council shall consist of the Presidents of those Tenant Associations or Resident Councils which are officially recognized by NYCHA, which represent NYCHA Residents residing within the confines of the Staten Island District.

To: Membership in the Council shall consist of the Presidents of those Resident Associations or Resident Councils which are officially recognized by NYCHA, which represent NYCHA Residents residing in the NYCHA Developments located within the confines of the Staten Island District. Those NYCHA Developments are: Berry Houses, Cassidy/Lafayette Houses, Mariner's Harbor Houses, New Lane Shores, Richmond Terrace Houses, South Beach Houses, Stapleton Houses, Todt Hill Houses, and West Brighton I &II Houses.
STATEN ISLAND COUNCIL OF PRESIDENTS
PROPOSED BY-LAW AMENDMENTS
Ratified by a 2/3 vote of the Membership on November 19th, 2014 (continued)

Article III, Section 1: “COMPLIANCE WITH TERMS OF LEASE”

From: Membership in the Council shall be contingent upon a member remaining in compliance with the terms of the lease to his or her public housing apartment. Members who are not in compliance with the terms of their lease shall be suspended from the council.

To: Membership in the Council shall be contingent upon a member remaining in compliance with the terms of the lease to his or her public housing apartment. Members who are not in compliance with the terms of their lease shall be suspended from the council.

a) If a member is suspended from the Council, in order to maintain the representation of each Resident Association of the Council, the Officer designated in that Members Association By-Laws, to fill the vacancy in the Office of President, shall assume membership on the Council for that NYCHA Development, and will have full rights associated with Membership on the Council, until the suspended member is eligible to reassume their position or a new President is elected by that Association.

Article IV, Section 1: “OFFICERS”

From: The officers of the Council shall be Chair, Vice-Chair, Treasurer, Secretary, Assistant Secretary, and Assistant Treasurer collectively comprising the Executive Board. No two or more offices may be held by the same person.

To: The officers of the Council shall be Chair, Vice-Chair, Treasurer, Secretary, Assistant Secretary, Assistant Treasurer and Sergeant-At-Arms. The officers of the Council shall comprise the Executive Board. No member shall hold more than one (1) office, during a term.

Article IV, Section 2: “ELECTION”

From: Officers shall be elected by the membership of the Council at an election meeting held during the month of November. Officers shall hold office for a term of three (3) years, and thereafter until their successors are elected.

To: Officers shall be elected by a secret ballot of the membership of the Council at an election meeting held during the month of November. Officers shall hold office for a term of three (3) years, and thereafter until their successors are elected.
STATEN ISLAND COUNCIL OF PRESIDENTS
PROPOSED BY-LAW AMENDMENTS

Ratified by a 2/3 vote of the Membership on November 19th, 2014 (continued)

Article V, Section 6, "SERGEANT-AT-ARMS" (Added)
"It shall be the duty of the Sergeant-At-Arms to maintain order at the meetings,
determine if a quorum is present, tally votes when required, escort guests to the
dais, and to make sure that only bonafide and eligible members are present at
closed meetings, and that only the votes of eligible members are counted.

Article VI, Section 1, "COMPOSITION"
From: "There shall be an Executive Board which shall be comprised of the individuals
holding the offices of Chair, Vice-Chair, Treasurer, Secretary, Assistant
Secretary, and Assistant Treasurer. The Chair shall preside over all meetings
of the Executive Board.
To: "There shall be an Executive Board which shall be comprised of the individuals
holding the offices of Chair, Vice-Chair, Treasurer, Secretary, Assistant
Secretary, Assistant Treasurer and Sergeant-At-Arms. The Chair shall preside
over all meetings of the Executive Board.

Article IX, Section 6: "VOTING"
From: Each member of the Council shall have no more than, nor less than, one vote.
Voting by proxy and write-in votes shall not be permitted.
To: Each member of the Council shall have no more than, nor less than, one (1)
vote. Voting by absentee ballot, proxy, and write-in votes shall not be permitted.

Article X, Section 2, Subsection "a": "REMOVAL FROM OFFICE",
"PROCEDURE"
From: A review Committee, consisting of the members of the Executive Board (other
than the officer whose removal is under consideration) and one observer
designated by DCO shall be convened by the Chair or the Vice-Chair for the
purpose of hearing charges against any officer whose removal is sought under
the provisions of this Article.
To: A review Committee, consisting of the members of the Executive Board (other
than the officer whose removal is under consideration) and one observer
designated by NYCHA’s Resident Engagement Department shall be
convened by the Chair or the Vice-Chair for the purpose of hearing charges
against any officer whose removal is sought under the provisions of this Article.
STATEN ISLAND COUNCIL OF PRESIDENTS
PROPOSED BY-LAW AMENDMENTS

Ratified by a 2/3 vote of the Membership on November 19th, 2014 (continued)

Article XI, Section 1: "GENERAL MEMBERSHIP MEETINGS".

From: Meetings of the general membership shall be held on the third Wednesday of each month. In the event that a meeting date falls on a legal or religious holiday, the meeting shall be postponed to another date. The Chair may invite guests to meetings of the general membership and to meetings of the Executive Board.

To: Meetings of the general membership shall be held on the third Wednesday of each month, during the months September to June. There will be no general membership meetings in the months July and August, except if circumstances arise that require a special meeting to be called. In the event that a meeting date falls on a legal or religious holiday, the meeting shall be postponed to another date. The Chair may invite guests to meetings of the general membership and to meetings of the Executive Board.

Article XIII: "Dissolution"

From: If for any reason the Council shall dissolve, possession and control of its assets shall be delivered to the New York City Housing Authority.

To: If for any reason the Council shall dissolve, possession, and control of its assets, including but not limited to books, ledgers, bank accounts, petty cash, minutes of meeting, correspondence, etc. shall be delivered to the New York City Housing Authority's Department of Resident Engagement for safe keeping, until such time as they can be turned over to any successor Council.
STATEN ISLAND COUNCIL OF PRESIDENTS
PROPOSED BY-LAW AMENDMENTS

Ratified by a 2/3 vote of the Membership on November 19th, 2014 (continued)

Article XI, Section 6: "ORDER OF BUSINESS".

From: The Order of Business at all regular and annual meetings shall be:
   a) Call to order and presentation of the agenda.
   b) Reading and acceptance of minutes.
   c) Presentation of financial report.
   d) Reports of committees.
   e) Reports of officers.
   f) Discussion of any correspondence, or petitions received.
   g) Unfinished business.
   h) New Business.
   i) Announcements.
   j) Adjournment.

To: The Order of Business at all regular and annual meetings shall be:
   a) Call to order and presentation of the agenda.
   b) Reading and acceptance of minutes.
   c) Presentation of financial report.
   d) Presentations from guests.
   e) Reports from NYCHA and NYPD.
   f) Reports of committees.
   g) Reports of officers.
   h) Discussion of any correspondence, or petitions received.
   i) Unfinished business.
   j) New Business.
   k) Announcements.
   l) Adjournment.
MEMORANDUM OF AGREEMENT

We, the New York City Housing Authority and the Interim Council of Presidents of the active supportive associations which exist between our two entities,

This relationship is based upon our joint commitment toward maintaining the highest quality of life for public housing residents in New York City, and our desire for concerted action on issues and problems affecting public housing residents.

We agree that the guarantee of democratic process for all residents necessitates the establishment of the following operating principles for tenant associations:

1. Any Tenant Association may be either unincorporated or incorporated.

2. Tenant Associations are independent entities. However, to assure the rights of all residents, the by-laws of each Tenant Association shall incorporate the operating principles set forth in this Memorandum of Agreement.

3. Copies of the Certificate of Incorporation, if any, and the by-laws of each Tenant Association together with each amendment shall be filed with the Authority's Department of Community Affairs for review and the preservation of documents.

4. The officers of any Tenant Association shall at least include the four positions of President, Vice President, Treasurer, and Secretary, with no individual holding no more than one office at a time.

5. The election of all officers of each Tenant Association shall be held at least every three years.

6. No individual employed by the Authority more than 20 hours per week is eligible to hold any office of any Tenant Association as long as such individual remains so employed by the Authority.

7. All tenants (i.e., signatories to the tenant and authorized family member 18 years of age or older currently living in any Authority Development)
6. Each Tenant Association shall have a Nominating Committee having the responsibility of presenting one or more candidates for each elected office of such Association and shall announce its slate of candidates at a meeting of the Association held at least four weeks in advance of the election meeting. The Nominating Committee will include in its report a statement to the effect that each nominated candidate has agreed to serve if elected.

7. Notice of nominations and/or elections shall be available to residents not less than one month before the date of the nomination and/or elections. Notices, which shall be reasonably well publicized in writing, shall include the requirements for eligibility to participate in the nomination and/or elections, and shall be in one or more languages as appropriate.

10. Any Tenant Association, meeting at which nominations or elections of officers is scheduled to occur may be attended by an official representative of the Authority and the Interim Council of Presidents (or its successor). Nominations and/or elections of officers of any Tenant Association may be conducted by the local Tenant Association of the development or by authority staff or by an appropriate committee mutually approved by the Authority and the Interim Council of Presidents (or its successor).

11. A goal of the Tenant Associations shall be the obligation to act only pursuant to directions from the residents of the Development represented by the Association. Membership roles of each Tenant Association must be set down at each annual meeting and roles of any Resident in attendance at any meeting at which such resident is elected, is elected to serve in the development or will serve in the development, he or she will serve in the development. A goal of the Tenant Associations shall be the obligation to act only pursuant to directions from the residents of the Development represented by the Association.
12. Each newly elected officer of any Tenant Association shall be invited to participate in the Authority sponsored workshop on Association leadership, enhancement, motivation and membership recruitment.

13. The funds of any Tenant Association shall be deposited in a bank account in New York City. Notwithstanding, any such account shall require signature of at least two Tenant Association officers. A financial report should be made at each regular meeting. All petty cash, bank accounts, and financial and other records of any Tenant Association that is dissolved shall be transferred to a successor Tenant Association or to the Authority to safeguard for any future Association.

14. Tenant Association Constitutions and By-Laws which contain articles which place undue hardship upon and/or violate the rights of Authority residents (e.g., excessive dues of more than five dollars per year, articles of exclusion, etc.) are unacceptable and are not within these principles.

15. The Authority will withhold recognition of, and or notify in writing, any Tenant Association that does not comply with the operating principles set forth in this Memorandum of Agreement. A Tenant Association in non-compliance with these operating principles shall have a grace period of 30 days to comply and should avail itself of assistance from a mutually agreed upon party such as the Intern Council of Presidents and its successor on the Authority's Tenant Organization Division. Continued non-compliance will necessitate withdrawal of Recognition by the Authority.

We mutually agree to notify, include and consult Tenant Associations on issues which affect the residents quality of life, e.g., comprehensive grant program, modernization efforts, and residents initiative.

We agree that economic self-sufficiency and independent operations shall be a goal of all Tenant Associations. The Authority will provide Associations with office and meeting space where available. Each Tenant Association under agreement and local integrity shall be jointly monitored by the parties to this Memorandum of Agreement.
WE recognize the profound value of the Resident Housing Authority relationship to generate pride, self-esteem, mutual trust and support.

WE will work to establish explicit policies respective of resident concerns and interests to maximize resident participation in self-sufficiency, economic development, supportive services, homeownership and drug free housing.
We affix our signatures below as an expression of commitment to an agreed upon agenda to uplift the spirit of enterprise and opportunity throughout the Authority.

Signed,

INTERIM COUNCIL OF PRESIDENTS

Gerri Lamb, Chair
Bronx North

Harlon Rose, Chair
Bronx South

Barbara C. Barber, Chair
Manhattan North

Nicoletta Azure, Chair
Manhattan South

Diane Jackson, Chair
Brooklyn West

Ronald Ward, Chair
Brooklyn East

Rosetta Newcombe
Rosetta Newcombe, Chair
Brooklyn South & S.T.

Cornelia Taylor
Cornelia Taylor, Chair
Queens

NEW YORK CITY YORK HOUSING AUTHORITY

Sally Fike
Sally Hernandez-Pinedo
Chairwoman

John Trubin, Vice-Chairman

Deborah Wright, Member

John Nelson, General Manager

[Seal of the New York City Housing Authority]