



Rules of Organization and Communication

April 12, 2023

Purpose

To gather and distribute information pertaining to the neighborhood's development to all members, and to facilitate communication with the local officials in the city and the county of Greenville, and any other relevant parties (local officials, developers, businesses, or any other with interests, business, or activity within the Neighborhood). The Association is not an HOA, and has no specific authority over its members. It exists purely for the sake of communication.

Geographical Limits

Enveloped by the minimal area within Laurens Road, Airport Road, and jointly Industrial Drive and Commercial Drive.

Containing Sycamore Drive, Lindsay Avenue, Boland Street, Ridgeway Avenue, Aniwetauk Street, Simmons Avenue, Ridgeway Drive, Ridge Knoll Circle, Eastwood Court, Travis Street, Utica Street, and residences on the boundaries.

Membership

All adults legally residing within or owning residences within the geographical limits are encouraged to participate.

Structure

Annually, the Association will elect a member as Organizer to perform certain communications and organization duties as defined below.

A standing committee consisting of volunteers intended to support the Organizer, the Organizing Committee, will be maintained.

Participants owe no dues and have no specific obligations to the Association. However, involvement is encouraged and appreciated.

Meetings

Association meetings shall be held as necessary, on demand or per request on the first Monday of the month, at 6:30 PM, with a location announced no less than a week before the date, and with the meeting announced no less than two weeks before the date.

Anyone connected to the Neighborhood or the topics under discussion may attend meetings.

Only Members may vote.

All present at a meeting shall be considered sufficient for a vote.

The Organizer or a selected Moderator shall moderate meetings, presenting the topics for discussion, directing those presenting information or proposals to speak, and helping keep order as members ask questions or volunteer relevant information.

Amendments

These Rules of Organization may be amended as necessary from time to time through the proposal and voting processes outlined herein. At no juncture shall this Association be permitted to become an HOA.

Committees

In the case that any task requires effort or expertise that no one member has available, groups of members may be formed at meetings or by the Organizer to address a particular task.

Members may also choose to work together on a task because they prefer to do so; there is no special requirement for forming a Committee. As a Committee has no special authority, Committee members validate their work by sharing it with the Association, either in the form of sharing information or a proposal. Committees and their members may only speak for the NA as a whole when the Committee is formed by a majority vote.

Actions

Requesting information

As the NA exists to facilitate information, any member may request that the Organizer gather information on a specific concern from the relevant officials; however, members are free to request this information directly and share it with the NA as well.

Distributing Information

The Organizer will present all information they receive from the city and other relevant parties to the Association through email or some relevant online forum. This includes new development, proposals from members, and news pertinent to the Neighborhood generally.

Making a suggestion / requesting work

Any member wishing to bring a proposal to the attention of local officials/representatives via the Association may present it to the Organizer for consideration at a meeting.

A proposal with no suggested amendments or objections may move directly to vote.

Proposals with a simple majority will get passed on to local officials from the Association.

Suggested amendments may be considered as they come up, prior to voting on the proposal to which they belong. If the amendment gets a simple majority, the proposal can be altered prior to voting on it.

In the case of any objections to a proposal, either an amendment may be suggested to ameliorate the objection, or a two-thirds (2/3) vote may dismiss the objection. Otherwise, the proposal must be amended or rejected, or tabled for a later meeting.

A quick sense vote may be taken at any time for any purpose: thumbs up, thumbs down.

Election of Organizer

A member of the founding Organizing Committee shall serve as the first interim Organizer.

Subsequent Organizer elections shall be put to a neighborhood vote and shall take place at least once a year, no later than March.

Should a new Organizer be selected, the outgoing Organizer shall assist them in transitioning duties, and the new Organizer will begin one month after election.

An immediate election may be called when an Organizer departs the Association (by moving, for instance), does not adequately perform duties, or must be replaced for any other reason. Either the Organizer or a vote of members may call for an election.

Should the Organizer depart without a transition period, a member of the Organizing Committee shall take their place until a new election may be held, ideally no more than a month later.

Voting

The Organizer shall oversee all votes and report the results to the membership and relevant authorities.

Votes may occur during any meeting, or be scheduled and performed electronically (e.g. by email).

It is understood that a member (the Organizer, for instance) may move that votes be scheduled for the purpose of (eg) participation and ensuring the neighborhood is properly informed.

Definitions

Rules of Organization and Communication: a document outlining the nature and purpose of an organization, and often also how it shall operate. (This document.)

Organizer: an elected member who directs meetings and is responsible for gathering and distributing information. The Organizer has these responsibilities:

- To keep contact with relevant officials, like Greenville City and County Representatives, and to receive news and information from these sources.
- To share all information with members through an appropriate forum.
- To call and organize meetings and act as Moderator or to select one for meetings.
- Oversee and work with Organizing Committee to facilitate association workings.
- To help members with Proposals, if necessary.
- Oversee and delegate duties of Organizing Committee
- To select delegate members for specific tasks for a Committee, or to suggest such a formation to members at a meeting.

Organizing Committee: volunteer members who share duties with the Organizer. This committee exists primarily to guarantee continuity of knowledge and reduce the burden of work on the Organizer.

Moderator: a member selected during a meeting, either by the Organizer or those present to guide discussion. The Moderator has these responsibilities:

- Identify any personal views as such, if presenting them.
- Keep a list of speakers as members who wish to speak identify themselves, and call on them in order. The moderator must put themselves on this list to present their own views, but may speak at any time in order to moderate.
- Interrupt only as necessary for presentation of an important *Point of Information* or similar Moderation action.
- Help identify when discussion is not moving, or when it has resolved, usually by suggesting a vote, new topic, or tabling, etc.
- Create an open and safe atmosphere in which people feel free to voice and accept criticisms, ensuring that all those who would like to speak get their voices heard in a respectful manner.

Motion: during a meeting: a call to vote on a proposal, to get a sense vote, to suggest an amendment, to present an objection, or any other formal action contained in the Association Definitions. Motions need a second unless they are part of the normal flow of meeting discussion.

Proposal: a request, concern, or suggestion about development, planning, construction, or other topics pertinent to the Neighborhood

Proposals ought to have a background, laying out any necessary information for understanding the proposal, the proposed action/suggestion/concern, and ideally an action plan for presenting this to the relevant officials.

Examples: This could be as simple as asking to email the city about improving paving, or as complex as petitioning a construction company to alter plans.

For the best proposal:

1. Talk to your neighbors and other Association members. See if other people share your ideas and concerns.
2. Write your idea in the standard proposal format, which will allow everyone to more easily understand your idea.
3. Take your idea to the Organizer or Organizing Committee
4. Present the item at the meeting and respond to questions.

Amendment: a change to a proposal; this could be to clarify its intent, to add specifics, to change essentials, to help consensus, or to adopt an alternative. It must be accepted by the proposal author or voted on if not.

Call to Vote: A request to cut off the conversation on a certain topic and call a vote right then.

Table: to end discussion of a topic at the current meeting, usually to be taken up at a later meeting.

Stack: a list of people who wish to speak that the moderator keeps, in the order in which they raised their hands. This may be aided by a Talking Stick.

Talking Stick: an item, preferably visually obvious, passed around from speaker to speaker to indicate who has the floor.

Floor: the current focus of attention, the person speaking "has the floor"; they may speak as long as they have allotted time, or choose to respond to questions or yield the floor to another speaker.

Direct Response: when you wish to directly address what is being said, or ask a question, and wish to ask the speaker's permission to interrupt and say your piece; indicated by putting up your hand with your index finger up.

Round Robin: when each person holds the floor until they are done, and then the floor goes to the person next to them, until the floor has been passed to each person in the room.

Officials: any elected representative, hired official, or other party involved in Greenville City, Greenville County, or local development.