

# OVERLAND PARK NEIGHBORHOOD ASSOCIATION (OPNA) BY-LAWS

Denver, Colorado

OPNA By-laws were originally adopted at the July 28, 2005 monthly OPNA meeting and most recently amended at the March 23, 2023 meeting.

## GEOGRAPHIC BOUNDARIES

The Overland Park Neighborhood extends from Mississippi Avenue on the North side, to Yale Avenue on the South side; from Lincoln Avenue on the East side, to Platte River Drive on the West side.

Overland Park Neighborhood Association, a non-profit service organization, was founded in 1979. It now exists to promote responsible development and improved quality of life for residents and businesses within the above bounds; also included as members are residents and owners of homes and businesses along the opposite sides of the bounding streets and river.

## PURPOSE AND VISION

to encourage communication and participation among members so that problems can be understood and solved and opportunities recognized and realized

- to allow members to distinguish their own self-interests as a community and recognize how these fit or conflict with those embraced by other communities and governmental jurisdictions
- to make members better aware of the rights and tools to accomplish these ends available to them within Denver City, Colorado State and Federal government
- to leave the subsequent generation with better neighborhood conditions and possibilities than today's (it is recommended that resetting of Purpose and Vision take place annually)

## COMPASSIONATE NEIGHBORHOOD

RESOLUTION – On February 27, 2014, OPNA Board adopted the resolution to declare itself a Compassionate Neighborhood (copy available on request)

VISION/MISSION - To build a network for self-organizing groups to connect, collaborate, and take action to awaken compassion in our children, ourselves, and our neighborhood.

IMPLEMENTATION - People with shared interests create groups and self-organize around different expressions of compassionate action.

### FOUNDING COMMITMENTS:

- Compassion Action will be added to OPNA's meeting agendas; to discuss planned initiatives and to celebrate accomplishments
- OPNA will be an active Compassionate Neighborhood advocate, especially through the Denver INC, for enrolling other neighborhoods
- OPNA will be an active advocate for Denver becoming a charter-certified Compassionate City

## STRUCTURE

OPNA membership consists of all residents, property owners, business owners and employees working within its boundaries. Its voting membership consists of its elected officers and paid-up members. These By-laws as adopted and amended as necessary define OPNA's organization. The four customary minimal officeholders as defined below are mandatory. The intent of the By-laws also suggests developing additional structure in the form of active committees and recommends constant refinement by amendment to meet new challenges and opportunities.

## MEETINGS, ELECTIONS, MEMBERSHIP and VOTING

OPNA Executive Board members meet on the fourth Thursday of each month, January through October (November and December excepted due to holidays), at a pre-designated location. All meetings are open to members and the public, and attendance is passionately encouraged. Each member

has a voice in the meetings where ethical and honorable conduct is to be expected.

Annual election of Officers is held in October. Candidates for office must declare and attend at least one meeting prior to elections to explain positions and qualifications. Executive Board vacancies may be filled for the term balance at any meeting by vote of the remaining Board and attending members. Ideal terms of office are three years and Executive Board members are encouraged to step aside if qualified successors are present: there are no term limits except by election challenge. Simple majority rules in all OPNA votes.

Voting may occur on any issue at any meeting: only paid members may vote. Dues are annually determined for residents or property owners, and for businesses (promotion of the business through OPNA is included), payable in January or upon joining (there is no pro-rating of dues).

In order to be eligible to vote at a meeting, a member shall have paid in full all membership dues at least 30 days prior to the date of that meeting. For any votes required during the January meeting, members who paid dues during the previous calendar year will be considered eligible to vote.

## OFFICERS and OTHER BOARD MEMBERS

Officers must be members and Overland residents or Overland business owners actively working in the area. The OPNA Executive Board consists of President, Vice-President, Secretary, and Treasurer. The Executive Board is distinguished from other Board members (see Permanent Chairs below) only by the need to define a minimum operating structure for the organization: all member votes are equal. A person serving in a non-Executive role such as those suggested below can request that the role become a board position by membership vote at the March or October meeting.

These other Board positions (Chairs) offer opportunities to serve as representatives of focus areas within Overland and in response to ongoing issues. Chairs must remain active to retain their position and it is suggested that non-Executive Board Chairs be kept to no more than nine. Executive Board members may hold additional chairs of committees when they are vacant, but recruitment of dedicated Chairpersons is encouraged to better serve the neighborhood.

The Board shall have the power to authorize expenditures up to \$250.00 per month for a single purpose on its own. Notification of a proposed

expenditure of more than \$250.00 for a single purpose shall be given to the general membership via email communication prior to the monthly meeting. At the next monthly meeting, the expenditure may be authorized by a majority vote of the general membership present either in-person or via online attendance. An emergency expenditure of more than \$250.00 for a single purpose may be made by the Board and reported to the general membership at the next monthly meeting, however, the Board must be prepared to offer justification for the emergency nature of the expense. The Board may exercise the emergency expenditure option no more than 3 times per calendar year.

**TREASURER** – is responsible for monitoring the OPNA treasury and issuing reports as needed; is responsible for maintaining the membership list; is responsible for tax reporting and incorporation under applicable jurisdictions (as if, for example, the membership voted to seek 501C3 status).

**SECRETARY** – is responsible for recording meeting minutes and maintaining all records, including amendments to these By-laws, and for registration with the City and County of Denver and Colorado Secretary of State (OPNA is a Colorado non-profit organization).

**VICE PRESIDENT** – shares all responsibilities of President and serves in President's absence, with special emphasis on OPNA's members and internal communications about meetings and issues

**PRESIDENT**– has primary responsibility for chairing meetings, representing OPNA at relevant meetings of neighborhood leaders, remaining current with and communicating an overview of all OPNA issues concerning Overland Neighborhood; special emphasis is on external communication with City agencies and other citizen organizations, etc.

**PERMANENT CHAIRS** – it is recommended that OPNA volunteers chair committees addressing ongoing issues; primary examples of such issues are (1) membership, participation and activism, (2) development, zoning and land use, (3) safety, health, and environment (addressing contamination, noise, traffic, public health, etc.), (4) communication (through mailings, newsletters, phone list/trees, web sites and e-mail, faxes, media events, signs, etc.), (5) services, assistance and education for Overland residents, and (6) four area representatives (the neighborhood is quartered by Evans Ave. and Santa Fe Dr.)

## PROACTIVE INITIATIVE

Proactive initiative is what makes OPNA work. Informal ad hoc teams for specific projects (which may be supported by appropriate permanent committees) are always encouraged and deserve agenda time and vocal acknowledgement, as do efforts by individuals, organizations, and elected officials who further Overland as a community.