

Winston-Salem Neighborhood Watch Association By-Laws

ARTICLE ONE

The name of the organization shall be the Winston-Salem Neighborhood Watch Association and hereinafter to as the “Association.”

ARTICLE TWO

Purpose: The purpose of the Association is to work jointly with the Winston-Salem Police Department in making our communities safer through aggressive crime prevention techniques. We endeavor to achieve the following objectives:

- (1) Establish and maintain a network of communication between residents and police officers.
- (2) Organize new Neighborhood Watch Groups and work towards revitalizing inactive groups.
- (3) Disseminate crime prevention information to residents.
- (4) Maintain a list of all active and inactive Neighborhood Watch Groups.
- (5) Be active community participants by attacking neighborhood problems, such as graffiti, littering, abandoned properties, etc.
- (6) Interact with the Neighborhood Watch Coordinator of the Winston-Salem Police Department to establish an agenda for all Association meetings.

ARTICLE THREE

Membership: Membership in the Association is open to any active Neighborhood Watch Group within the City of Winston-Salem.

ARTICLE FOUR

Officers and Executive Board Members: All Officers and Executive Board Members of the Association are required to be an active member of a Neighborhood Watch Group and live within the Winston-Salem city limits. They shall provide leadership and direction for the Association to accomplish the objectives as set forth in Article Two. They shall meet monthly with the exceptions of August, November and December on the second (2nd) Thursday. The Association shall elect the following Officers and Executive Board Members:

- A. **President:** Shall assist the Neighborhood Watch Coordinator of the Winston-Salem Police Department with the preparation of an agenda for the Executive

- Board meetings and Association meetings. The President shall be responsible for presiding at these meetings.
- B. Vice President: Shall be responsible for assisting the President in the Association and presiding at meetings in the President's absence.
 - C. Secretary: Shall be responsible for taking minutes at all meetings and submitting them to the Neighborhood Watch Coordinator.
 - D. Executive Board: Shall be responsible for communications to and from their respective District membership. The Executive Board shall consist of three (3) elected officers and representatives from each of the police districts in the city for a total of 12 members (Four (4) members from each district). If an Executive Board Member misses two (2) consecutive monthly board meetings without notifying the President or a Member of the Executive Board, then the Member shall be replaced by the Association. The President or his designee shall be responsible for keeping a record of Executive Board member attendance. **See Attachment A for Organizational Chart.
 - E. Nominations and Applications: Being a member of a Neighborhood Watch Group qualifies one for an Executive Board Member position. Candidates seeking an Officer position must have served on the Executive Board for at least two (2) consecutive years. Consideration for Executive Board positions can be completed by nomination or application. Nominations for Executive Board positions can be made in the two (2) months prior to an election and interested parties can complete an application for election to the Executive Board. The Winston-Salem Police Department will send the list of nominees to each Neighborhood Watch Group Chairperson one (1) week before the election at the March Association meeting, which will occur on the second (2nd) Thursday. Each Neighborhood Watch Group will have only one (1) vote for elections or motions that result in voting.
 - F. Term of Office: Shall consist of two (2) years from April 1 to March 31. The President may serve two consecutive terms. All other Executive Board Members will be eligible for re-election to multiple terms. The former President may serve as an Executive Board Member for two (2) years, if he or she is defeated or has met the services terms. After one term out of office, the former President is eligible for re-election at the next election year. All Executive Board positions and Officer positions are up for election at the end of their two (2) year term. In the event an Executive Board member or Officer resigns or is removed, nominations or applications from the appropriate District can be accepted at the Association meeting following the date of the vacancy. A vote can then be held with the membership at the following meeting, two (2) months after the vacancy occurs. Any person voted in to fill a vacant Executive Board position under this method would serve out the remainder of the existing term of office.

ARTICLE FIVE

Meetings: The Association shall hold monthly meetings open to all Neighborhood Watch Members; however, only Members of the Executive Board are allowed to vote on motions with the exception of the meeting to elect Officers and Executive Board

Members. Notification of the monthly meetings shall be posted on the Winston-Salem Police Department website at least two (2) weeks prior to the meeting. Meetings will not be held in the month of August due to National Night Out, the month of November due to the National Night Out Banquet, and the month of December due to holiday commitments.

ARTICLE SIX

The Executive Board may propose a By-Law Amendment to the Association. The By-Laws become effective by a simple majority vote of members of the Association at a regular monthly meeting.

ARTICLE SEVEN

No person having an extensive criminal record will be allowed to serve as a Neighborhood Watch Chairperson, Co-Chairperson, or Board Member. This determination shall be made by the Neighborhood Watch Coordinator assigned to the Community Resources Unit of the Winston-Salem Police Department, who will run a criminal history background on all persons requesting the above positions.

ARTICLE EIGHT

All Members of the Neighborhood Watch Association will conduct themselves at all times in such a manner as to reflect most favorably on the organization. This shall include any action or statements made by a Member of the Association which reflects discredit upon the organization, itself, or is a flagrant breach of integrity and/or moral ethics. All Neighborhood Watch business will be discussed and decided on by the Executive Board with no exceptions. The Executive Board and the Neighborhood Watch Coordinator or their designee will have the responsibility of determining if disciplinary action is needed against a Member of the Association for infringements of this By-Law. The Neighborhood Watch Coordinator will investigate all reports of all misconduct and report the findings directly to the Executive Board for review.

ARTICLE NINE

Selection of National Night Out Host Location: The selection for the National Night Out Host location shall be limited only to those Neighborhood Watch Groups that had participated in National Night Out the previous year and choose to enter the drawing for the host location. The manner in which the Group is chosen will consist of a lottery style drawing of all eligible groups from across the City of Winston-Salem. All Groups who enter into the drawing must have a representative from their Neighborhood Watch Group present at the time of the drawing. Neighborhood Watch Groups can only host National Night Out once every three (3) years and the drawing must be conducted during the

month of April each year during a regular Association meeting. In addition, the following criteria must be met:

- To be eligible to be the National Night Out Host site, receive National Night Out giveaways, and participate in the National Night Out Banquet, a representative from each Neighborhood Watch group must attend at least six (6) out of the nine (9) Neighborhood Watch Association meetings annually. For this purpose, the year begins in May and ends in April of the following year.
- Exceptions can be made for new groups with the approval of the Executive Board.
*These rules become effective May 1, 2020.

Attachment A

