

ARTICLE I - NAME AND AUTHORITY

1 The name of this organization, chartered by Act
2 366 of the 2008 Regular Session of the
3 Louisiana Legislature, is:
4 Melrose Place Crime Prevention District Board
5 of Commissioners
6 hereinafter referred to as the board.

ARTICLE II – OBJECT

7 The object of this organization is to exercise the
8 powers and duties of the Melrose Place Crime
9 Prevention District as provided by La. R.S.
10 33:9097.4(E) & (G).

ARTICLE III – MEMBERSHIP

11 Members shall be those persons currently
12 appointed to the office of commissioner of the
13 Melrose Place Crime Prevention District who
14 have taken and filed the requisite oath of office
15 and who have been duly certified as a
16 commissioner or member of this board by the
17 secretary of state.

ARTICLE IV – OFFICERS

Section 1 – Officers and duties

18 The officers of the board shall be a president, a
19 vice president, a secretary, and a treasurer.
20 These officers shall perform the duties
21 prescribed by these bylaws and by the
22 parliamentary authority adopted by the board.
23 No member may hold more than one elected
24 office of the board at a time.

Section 2 – Election and term of office

25 Officers shall be elected at the first regular
26 meeting of each calendar year, which shall be
27 known as the annual meeting. The officers shall
28 serve for one year or until their successors are
29 elected and assume office. Their term shall
30 begin at the close of the annual meeting at
31 which they are elected.

Section 3 – Office-holding limitations

32 No member shall hold more than one office at a
33 time, and any member who has served two

34 consecutive terms in an office shall not be
35 eligible to serve in that office until the lapse of
36 one year.

Section 4 – Vacancy in office

37 In the event of a vacancy in the office of
38 president, the vice president shall assume the
39 office of president for the remainder of the term.
40 A vacancy in any other office shall be filled by
41 the election of a successor to serve for the
42 remainder of the unexpired term. An election to
43 fill a vacancy shall be held at the first regular
44 meeting of the board after the vacancy occurs
45 unless the board holds a special meeting to fill
46 the vacancy.

ARTICLE V – DUTIES OF OFFICERS

Section 1 – President

47 The president shall preside at meetings of the
48 board, serve as spokesman for the board, and
49 execute on behalf of the board any instructions
50 and directives the board adopts and assigns to
51 him, and may countersign checks.

Section 2 – Vice president

52 The vice president shall preside at the meetings
53 of the board and exercise any ministerial
54 functions incidental to the office of president in
55 the president's absence or temporary disability,
56 and may countersign checks.

Section 3 – Secretary

57 The secretary shall keep minutes of meetings of
58 the board and shall be the custodian of those
59 minutes, may countersign checks, shall transmit
60 written notices of meetings, and shall perform
61 such other duties as are assigned by law or the
62 board.

Section 4 – Treasurer

63 The treasurer shall have the custody of the funds
64 of the Melrose Place Crime Prevention District.
65 He shall cause said funds to be deposited in a
66 bank or banks selected by the board, and shall
67 disburse funds only upon the order and authority
68 of the board. He shall be the custodian of the
69 financial records of the board and shall prepare

70 and furnish such reports of financial condition at
71 the regular meetings of the board as the board
72 may direct.

ARTICLE VI – MEETINGS

Section 1 – Regular Meetings

73 Regular meetings of the board shall be held
74 quarterly on the first Tuesday of the second
75 month of every calendar quarter at a time and
76 location determined by the board.

Section 2 – Special meetings

77 Special meetings of the board may be called by
78 the president, and shall be called on the written
79 request of four members. Notice of a special
80 meeting shall include the purposes for which the
81 meeting has been called, and shall be
82 transmitted to the commissioners in writing at
83 least five days before the meeting. If the
84 secretary fails to transmit any notice required
85 under this section, the president, or the members
86 on whose request the special meeting is to be
87 held, may set the date for the special meeting
88 and transmit the notice at the expense of the
89 district.

ARTICLE VII – COMMITTEES

Section 1 – Finance and Budget Committee

90 The treasurer and two members appointed by
91 the president shall constitute the finance and
92 budget committee. The committee shall report
93 its recommendations to the board on financial
94 matters.

Section 2 – Other committees

95 The board may create and staff such
96 committees, special or standing, as it deems
97 appropriate to the work of the board.

ARTICLE VIII – PARLIAMENTARY AUTHORITY

98 The rules contained in the current edition of
99 *Robert's Rules of Order Newly Revised* shall
100 govern the board in all cases to which they are
101 applicable and in which they are not
102 inconsistent with these bylaws and any special
103 rules of order the board may adopt, and any
104 applicable statutes that do not authorize the
105 provisions of these bylaws to take precedence.

ARTICLE IX – AMENDMENT

106 These bylaws may be amended by a two-thirds
107 vote at any meeting provided that written notice
108 of the proposed amendments have been
109 transmitted to the commissioners in writing at
110 least ten days before of the meeting at which the
111 amendments are to be considered.

CERTIFICATE OF SECRETARY

I, Evelyn Ware Jackson, secretary, certify that
the foregoing bylaws were adopted by the
board of commissioners on May 5, 2009.

Evelyn Ware Jackson, Secretary

Date