

# **BETTER BEVO NOW**

## **Organizational Plan**

### **MISSION STATEMENT**

The mission of Better Bevo Now is to promote a safe, vibrant neighborhood by facilitating community awareness, involvement, inclusiveness, investment, and sustainability.

The primary goals of BBN are:

- Support the improvement of Bevo Neighborhood.
- Build interest of residents in the welfare of Bevo Neighborhood.
- Create awareness of issues that affect all residents of Bevo neighborhood.
- Encourage participation of residents and businesses in neighborhood events and initiatives.
- Facilitate activities of the NOM (Neighborhood Ownership Model) in Bevo Neighborhood.
- Represent Bevo Neighborhood and its residents in the Greater Saint Louis community.

### **MEMBERSHIP**

General membership is open to all Bevo residents and business owners, age 18 yrs and older, who are interested in furthering the mission of BBN.

Board membership consists of:

#### Officers (Executive Committee)

1. Chairman
2. Co-chair
3. Secretary
4. Treasurer

#### NOM Team Leaders

5. Court Advocacy
6. Victim Support
7. Citizens on Patrol
8. Block Captains

#### Community Members

9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_

### **MEETINGS**

General Membership meetings are held on the third Thursday of the month at 6:30 p.m., at a location agreed upon by the Board.

Board meetings are held as needed, with location, date, and time to be announced via email list and/or social media at least 24 hours in advance. Board meetings shall be attended in person by officers.

### **DUTIES OF BOARD**

All Board members support the mission and goals of BBN. Board members shall participate in General and Board meetings, give input about issues affecting Bevo Neighborhood, and assist with planning, organizing and executing BBN activities. Other duties of individual Board members are as follows:

## **DUTIES OF BOARD** (continued)

### **Community Members**

Work with other Board members to further the mission and goals of BBN.

### **NOM Team Leaders**

Court Advocacy – Maintain contact with appropriate staff at the Circuit Attorney’s Office (CAO) to keep BBN apprised of court cases and issues that affect Bevo Neighborhood. Where appropriate, prepare letters to the court and inform BBN of status of cases, including the possibility of attending court hearings.

Victim Support – Work with staff at St. Louis Metropolitan Police Dept., CAO, and the BBN Board to determine, on a case-by-case basis, whether victim outreach from BBN is appropriate. If it is decided that a victim is to be contacted, the Team Leader shall ensure that any such contact is discreet, sensitive to the victim’s needs, and respectful of the victim’s privacy.

Citizens on Patrol – Work with the Citizens Service Bureau, Neighborhood Improvement Specialists, and the Bevo Streets and Properties Committee to address issues that affect quality of life in Bevo Neighborhood. Identify problem situations and take appropriate steps to remedy the situation.

Block Captains – Encourage neighbors to join the Bevo block captain program. Plan regular meetings of block captains. Help block captains organize block parties, clean-ups, and other events. Serve as liaison between neighbors and BBN by informing neighbors about BBN activities, meetings, and events

### **Officers** (Executive Committee)

Chair –Preside at Board and General Meetings. Facilitate teamwork among Board members. Participate in setting meeting agendas. Assist in neighborhood planning and organizing neighborhood events. Serve as liaison to other neighborhood organizations and businesses.

Co-Chair – Share duties with Chair, as assigned. Assist in neighborhood planning and organizing neighborhood events. Coordinate preparation of meeting agendas by: 1) contacting usual meeting participants in advance; 2) seeking input from other members of Board and the General Membership; 3) preparing final agenda to present at meeting.

Secretary – Take minutes at Board & General Meetings and post minutes of General Meetings on relevant electronic media sites. Post information about BBN meetings, events, and activities on relevant electronic media sites. Assist in neighborhood planning and organizing neighborhood events

Treasurer – Keep BBN checking account balance. Make deposits and issue checks/debits for expenses as directed by Board. Give report on account activity and current balance at BBN meetings. Help plan and coordinate fundraising efforts. Assist in neighborhood planning and organizing neighborhood events.

## **ELECTION OF BOARD MEMBERS**

Board members are elected by the General Membership.

Officers and NOM Leaders are elected for a term of 2 years. Community Members are elected for a term of 1 year. There is no limit on the number of terms that may be served by an individual.

Board Officers are subject to removal if they miss more than two (2) consecutive General Membership or Board meetings. All Board members may be subject to removal for cause, upon a vote of the Board.

## **ELECTION OF BOARD MEMBERS** (continued)

Election of Board members shall be held every year in January (or as soon thereafter as practicable).

In even-numbered years, the Co-chair and Treasurer, as well as the Victim Support and Block Captain NOM Leaders shall be elected.

In odd-numbered years, the Chairman and Secretary, as well as the Court Advocacy and Citizens on Patrol NOM Leaders shall be elected.

Election of Community Members shall be held every year.

Election of Board members may be held at other times, when deemed necessary, upon approval by the Board. Notice of vacancies and call for nominations will be given at least six (6) weeks prior to elections, if practicable.

Voting for Board members shall take place at a General Meeting of BBN. Printed ballots shall be provided. Voting is open only to BBN members (i.e., residents and/or business owners, age 18 yrs and older, within the accepted boundaries of the Bevo Mill Neighborhood as defined by the City of St. Louis at [www.stlouis-mo.gov](http://www.stlouis-mo.gov).)

Ballots shall be counted and tallied during the general membership meeting at which voting takes place, with full transparency during the process.

## **COMMITTEES**

The Board has the power to create any special committees as needed. They shall appoint one person to serve as committee leader, who may then appoint the remainder of the committee.

The Board will consider creating new committees upon request from any Bevo Mill neighborhood resident or business owner.

## **AMENDMENTS TO PLAN**

Proposed amendments or additions to the Organizational Plan will be presented to the Board in writing and will be adopted upon majority approval by a vote of the Board and the General Membership.