

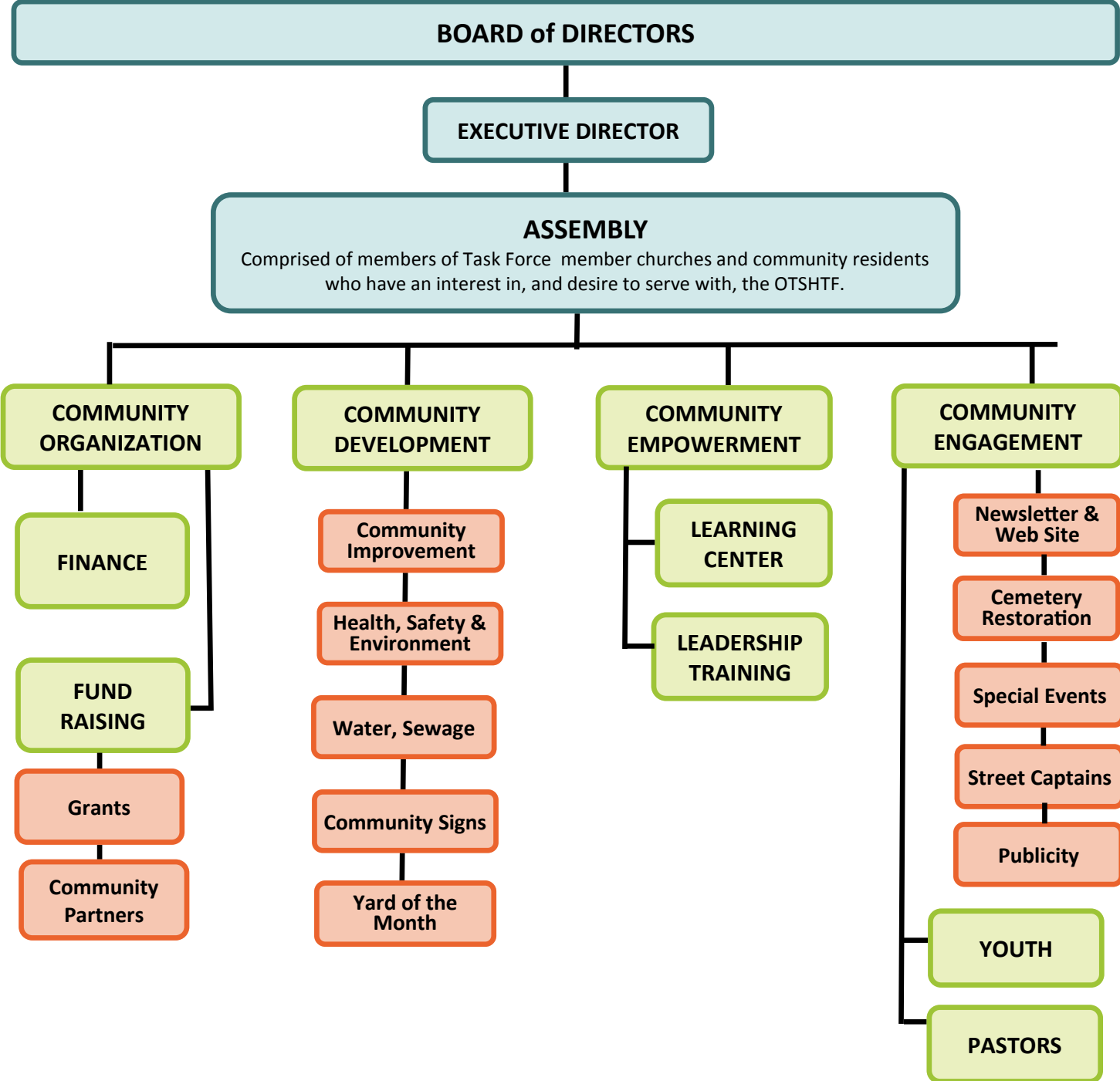


OLD TOWN SPRING HEIGHTS TASK FORCE

ORGANIZATIONAL STRUCTURE

GOALS OF THE OLD TOWN SPRING HEIGHTS TASK FORCE:

- To facilitate opportunities that will develop and enhance the spiritual growth and well-being of the Old Town Spring Heights (OTSH) community
- To identify resources and develop opportunities that will enhance the social and economic well-being of individuals living in the OTSH community
- To empower OTSH residents to become responsible stewards of the OTSH community



OLD TOWN SPRING HEIGHTS TASK FORCE BOARD of DIRECTORS)

The Task Force shall be governed by a Board of Directors (henceforth, “the Board”), which shall have all of the rights, powers, privileges and limitations of liability pertaining to directors of a nonprofit corporation organized under the Texas Non-Profit Corporation Act. The Board shall establish policies and directives governing business and programs of the Task Force and shall delegate to the Executive Director and the Task Force staff, subject to the provisions of these Bylaws, authority and responsibility to see that the policies and directives are appropriately followed. The Board shall render an account of its actions in a written report to the Assembly at each of the Assembly’s regular meetings. The Board shall seek the advice and consent of the Assembly on all matters pertaining to the Task Force.

EXECUTIVE COMMITTEE

Board Officers and Assembly Officers

The Executive Committee shall be comprised of the officers of the Assembly, officers of the Board plus a Consultant and Community Representative. a) The Executive Committee shall be responsible for conducting Assembly affairs in the intervals between regular Assembly meetings. b) The Executive Committee shall meet at the discretion of the Assembly President or Board Chairman. c) All actions taken by the Executive Committee shall be subject to review and approval by the Assembly at its next regular meeting.

EXECUTIVE DIRECTOR

The Executive Director shall manage the daily affairs of the Assembly and carry out any and all duties assigned to the Executive Director by the Chairman, Vice-Chairman, or the Executive Committee.

As an agent of the Board, the Executive Director shall be authorized to act on behalf of the Board. The Executive Director shall be under the immediate supervision of the Executive Committee. The Executive Director shall render a report of the Assembly’s activities at the regular meetings of the Board. The actions of the Executive Director shall be subject to review and approval at the next regular meeting of the Board.

ASSEMBLY

The Task Force shall be supported in its work by an advisory body called the Assembly. The Assembly shall have the power to receive and hold memberships, raise funds for the Task Force and elect and remove members of the Board. The Assembly shall also receive reports of Board actions and provide advice and consent to the work of the Board.

COMMUNITY ORGANIZATION

FINANCE COMMITTEE

Manage organization's Banking, Accounts Receivable, Budgeting, and all other aspects related to the organization's finances.

FUND RAISING & GRANTS COMMITTEES:

Develop relationships within and outside of the community to increase funding from County, State and Federal agencies as well as from area churches, businesses and social organizations to support funding of community projects, social relief, and communication issues.

A) GRANTS

B) COMMUNITY PARTNERS

COMMUNITY DEVELOPMENT

COMMUNITY IMPROVEMENT COMMITTEE

Ensure the maintenance of benefits and services to residents. Seek out community assistance in identifying existing community assets and individual residents who require special assistance. Work to continue to help residents deal with financial, counseling and basic living needs. Encourage citizen's involvement in Old Town Spring Heights decision making. We believe community involvement strengthens a sense of responsible and productive citizenship which creates a lifelong commitment to community service.

Health, Safety & Environment

Work with Task Force, Community Residents and Volunteers to help ensure that Old Town Spring Heights is clean, safe and secure, including monitoring street lights. Create and maintain a safe and secure environment by providing protection for the community and property of all individuals with respect and dignity,

Water, Sewage

Work with local water company to provide safe drinking water for the community

Community Signs

Maintain community signs. Display signs for monthly meetings, events and worship service.

Yard of the Month

Promote community pride and encourage care of property by giving monthly award to homeowners.

COMMUNITY ENGAGEMENT

Publicity

Build awareness in the community and surrounding areas of positive actions and projects proposed and completed by the organization. Use the Task Force newsletter and area newspapers and circulars to keep the Spring Heights neighborhood in the forefront and to give continue awareness and exposure to the needs and accomplishments of the community. Coordinate & communicate Task Force activities calendar with Task Force Church calendars.

Newsletter & Web Site

Special Events

Cemetery Restoration

Revitalize, promote, honor and remember the community's past through historic preservation of the Peaceful Rest Cemetery, a State of Texas Historical Site.

Street Captains

Promote relationships and communication within the community by delivering monthly newsletter, and staying connected with residents.

PASTORS COMMITTEE

Provide spiritual guidance for the Task Force and plan and organize monthly community worship services and periodic Pastor Swaps between Task Force churches.

YOUTH ACTIVITIES

Coordinate joint youth activities with all the Task Force churches and community youth.

COMMUNITY EMPOWERMENT

LEADERSHIP TRAINING

Provide information regarding training opportunities for Task Force members.

LEARNING CENTER:

Learning Center Goals:

- To increase the academic success of youth residing within and adjacent to OTSH
- To train and assist adults residing within and adjacent to OTSH in such a way that will increase their ability to impact the academic success of youth in their community.

Advisory Committee

Establish, manage and oversee policies and directives governing business and programs of the Learning Center and delegate to the Learning Center Supervisor authority and responsibility to see that the policies and directives are appropriately followed. Render an account of its actions in written minutes to the Task Force Executive Director by the end of each calendar month.

Academic Tutors: Volunteers

Provide academic support

Social/Academic Support Mentors

Provide academic and social enhancement activities

Technical Director

Technical support/repairs/upkeep of the computers

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