wvbadbuildings.org

Create a neighborhood association: Things to consider

Why start a neighborhood association?

- Create change and improvements to your community – together!
- Build communication and relationships within the neighborhood and the city
- Development of more neighborhood associations
- Pride in your community
- Having a representative from a neighborhood association speak at City Council meetings gives a stronger voice. They will listen more closely.

Who are you?

- Schedule your first meeting
- Establish your neighborhood boundaries. Will it be based on colloquial understanding of your "neighborhood" or determined by council districts?
- What will you call your neighborhood?
- Remember that the neighborhood association does not represent the whole neighborhood, just the association.

Where are you going to meet?

- Consider a place that has a relationship with neighborhood businesses, schools, churches, council. Perhaps a local business will offer to host the meetings.

When will you meet?

- Determine a date and time that is convenient for most people
- Make sure it's regular and **consistent**
- Will it be monthly, quarterly, twice a year?
- Keep the meeting short (1 hour)

How will you set up the organization?

- What type of leadership? Different levels of involvement?
- Will you establish board positions? Such as President, VP, Secretary, Treasurer?
- Or, chairs of events or committees? Such as block party, safety watch, etc.
- It's helpful to have people rotate in these responsibilities every year or few years, so people do not get burned out.

How will you communicate?

- Email as needed, regular newsletter, blog, PSA local radio and newspaper, Facebook page *(over)*

How will you celebrate? What activities will you pursue?

- Some ideas: ice cream social, annual theme, yard sale, clean-up day, Halloween haunt, Holiday caroling, chili challenge, etc.

Additional recommendations:

- Keep an agenda and meeting minutes of each neighborhood association meeting. This will provide a record or history of all the things you have done to improve your community, will keep projects on track, and hold members accountable.
- Set up a neighborhood coordination council meeting, where representatives from each neighborhood association in your town will meet. This meeting should include representatives from the police or fire marshal to deliver a report, city manager, and others from municipal government. The coordination council should meet regularly and consistently, such as once per month.