

WASHINGTON COUNTY COMMUNITY ACTION ORGANIZATION, INC., OF WASHINGTON
COUNTY, OREGON

ARTICLE I

NAME, PURPOSE, AREA AND OBJECTIVES

SECTION 1. Name of organization

The name of this organization shall be Tri-City Neighborhood
of Washington County Community Action Organization, Inc., of Washington County
County, Oregon

SECTION 2. Purpose

The purpose of the organization shall be to work for the progress, unity
and betterment of our community; and to help eliminate poverty in our
community.

SECTION 3. Area Served

The South Eastern shall serve an area, in
Washington County, including the following: South Eastern

Dualton, Skirwood, Sigard, Scholls, Middlebar, Metzger
and the surrounding area contingent to the above named communities.

SECTION 4. General Objectives

The general objectives of this organization shall be:

- a. To identify specific areas of need
- b. To plan effective programs to eliminate the conditions of poverty
- c. To initiate action programs to aid in the elimination of poverty
- d. To evaluate the effectiveness of programs completed and in progress
to aid in development of future planning.
- e. To evaluate and coordinate programs sponsored by the Washington
County Community Action Organization, Inc.

SECTION 5. Membership

Membership in the corporation will be voluntary and open to all residents of the community *of legal voting age.*

ARTICLE II

TARGET AREA COUNCIL

SECTION 1. Election of Area Council

An open annual meeting shall be called at least two weeks prior to the Washington County Community Action Organization, Inc., Board election each year to hear reports of activities, future plans, (especially programs for the following year's funding request), to elect the Area Council and conduct other necessary business of the organization. The open annual meeting shall be advertised at least four (4) working days prior to the meeting in all available local news media.

SECTION 2. Public Area Council Meetings

Open Area Council meetings will be called monthly to conduct the business of this organization with only council members able to vote.

SECTION 3. Special Meetings

Special meetings of the Area Council members or the area residents may be called by the Chairman or a petitioning group of a minimum of eleven (11) area residents, of whom at least one-third (1/3) shall be of low-income, and shall be advertised at least four (4) working days prior to the meeting in all available local news media.

SECTION 4. Quorum

A quorum at the annual meeting or any special meeting of this organization shall be *a majority of the seated members plus* whatever number is present. A quorum for the Area Council and Executive Committee shall be a majority of the seated members.

SECTION 5. Limitations

The Area Council shall consist of a minimum of eleven (11) residents

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of the target area, of whom at least one-third (1/3) shall be of low-income, and shall serve one year terms.

SECTION 6. Area Council Vacancies

Vacancies on the Council shall be filled by the Council at the next regular meeting, with nominations accepted from the floor. Persons elected by the Council to fill a vacancy shall serve the unexpired term, subject to re-election.

SECTION 7. Election of Officers

Following the election of members of the Area Council at the annual meeting of the target area residents, the new Area Council will appoint a three (3) member nominating committee to present their suggestions for officers to the outgoing Executive Committee at least two (2) weeks before the next regular Area Council meeting, when the election of officers shall be held.

SECTION 8. Removal of Area Council Members

Any member of the Area Council may be removed by a two-thirds (2/3) majority vote of the seated members of the Area Council, if the member is not fulfilling his or her obligations. Any council member missing three (3) regular ~~yearly~~ meetings without a reason acceptable to the council shall be removed from the Area Council after notification by the Secretary. A replacement shall be elected by a majority vote as in Article II, Section 6.

ARTICLE III

SECTION 1. Officers and Committee of the Area Council

The elected officers of the Area Council who shall serve a one (1) year term, shall be Chairman, Vice-Chairman, Secretary, Treasurer, and two WCCAO Board of Directors Representatives, one of which will be

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the Chairman. Alternate WCCAO Board Representatives will be appointed by the Area Council Executive Committee.

Date
SECTION 2. Election of Officers

a. Chairman

1. To prepare, with consultation of staff and other officers, agenda for meetings.
2. To call and preside over meetings.
3. To conduct meetings according to Robert's Rules of Order
- ~~4. To appoint, with approval of the Area Council, Committees~~
- ~~4. To appoint, with approval of the Area Council, Committees~~
5. To give leadership and direction to other officers and committees
6. To work closely with the Washington County Community Action organization staff in the implementation and evaluation of activities
7. To represent this organization to the community
8. To serve as a representative to the Washington County Community Action Organization Board of Directors

b. Vice-Chairman

1. To perform the duties of the Chairman in his absence
2. To act as coordinator for all committees
3. To act as Parliamentarian at Area Council Meetings

c. Secretary

1. To keep minutes of Council meetings
2. To keep records of membership and attendance, and conduct roll call at meetings.
3. To deliver Area Council minutes to Neighborhood Service Center Secretaries.
4. To coordinate news articles with local staff.

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d. Treasurer

1. To maintain adequate records of receipts and expenditures
2. To provide a financial report for each meeting
3. To present bills to membership and to pay such bills as authorized
4. To coordinate fund raising projects with appropriate committee

e. Washington County Community Action Organization, Inc. Board

Representatives

1. To attend WCCAO Board Meetings
2. To report activities of WCCAO at the Area Council Meetings
3. To present to WCCAO the concerns and recommendations of the Area Council that they represent

SECTION 4. Executive Committee

The Executive Committee of the Area Council will be composed of the officers and shall conduct such business as authorized by the Area Council.

SECTION 5 Nominating Committee

Two weeks prior to the Area Council Meeting, following the annual target area election meeting, the nominations committees will present their suggestions to the outgoing Executive Committee for review

SECTION 6. Low-income Majority

All committees of the Area Council will attempt to maintain at least 1/3 low-income members

SECTION 7. Area Council Committees

The Committees of the Area Council shall be appointed from the Area Council and the target area residents by the Chairman. Each area Council shall appoint such committees as deemed necessary to carry out the priorities of the area.

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SECTION 8. Council and Officer Vacancies

Vacancies shall be filled by majority vote of Council and Area residents

SECTION 9. Accountability

The Tri-City Neighborhood (Area Council) is accountable to and sanctioned by Washington County Community Action Organization, Inc., of Washington County, Oregon, and must operate within the provisions of that organization and the Office of Economic Opportunity.

SECTION 10. Terms of Officers

The Officers of the Area Council shall serve a term of one year, but not more than two (2) full consecutive one year terms in any one office.

SECTION 11. Age Limitation

All Area Council Officers must be twenty-one (21) years of age or older, in compliance with Oregon State Law *and Bonding procedures.*

ARTICLE IV

AMENDMENTS

This constitution may be amended at the annual meeting of this organization, or at any special meeting, by a vote of two-thirds (2/3) of the members present. Amendments must be presented in writing to the Area Council for distribution to the membership at least thirty days prior to the meeting. Amendments shall become effective immediately following the counting of the ballots, as long as the ballots are legal.

ARTICLE V
RESIGNATIONS

Any officer or Area Council member may resign at any time, by written notice thereof to the Secretary of the Area Council.

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ARTICLE VI

Salaries

Officers and council members shall serve without salaries.

ARTICLE VII

Quorum

A quorum shall consist of a majority of the Officers and Members.

No vote shall be taken without a quorum.

ARTICLE VIII

No more than two members of a family may serve on the Area Council at the same time.

ARTICLE IX

No WCCAO employee, immediate family member of a WCCAO employee, or employee of any other organization assigned to WCCAO shall serve on an Area Council.

ARTICLE X

At least one (1) time each year these council By-Laws will be read and explained to all Area Council Members.