

BYLAWS

COMMUNITY PARTICIPATION ORGANIZATION (CPO) 6

Aloha, Cooper Mountain, Reedville

Article I. NAME

The name of this Organization shall be Community Participation Organization (CPO) 6; Aloha, Cooper Mountain, Reedville.

It is the policy of Washington County that no person shall be denied the benefits of or be subjected to discrimination in any program, service, or activity provided by County personnel, contractors, or consultants on the grounds of race, color, national origin, English proficiency, age, disability, religion, marital status, familial status, sex, gender, gender identity, sexual orientation, or source of income.

Article II. PURPOSE

Section 1 The organization shall be advisory to the Washington County Board of Commissioners and officials on matters affecting the growth, development and livability within the CPO area as set forth by the Board of Commissioners in Resolution and Order 86-58 or the corresponding requirements promulgated by the Board of Commissioners in the future. Such matters would include, but are not limited to land use planning and transportation, housing, parks, open space and recreation, public health, public safety, water and sewage disposal systems and other matters affecting the livability of the community.

Section 2 The organization shall serve in an informational and educational capacity for the people of the area, and encourage and facilitate communication among members and government representatives.

Article III. GEOGRAPHIC BOUNDARIES

As recognized by the Washington County Board of Commissioners, CPO encompasses the area of following said boundaries, approximately: South of Baseline Rd., East of Cornelius Pass/209th/Clark Hill Rd, North of Tile Flat/Scholls Ferry/Barrows Rd, and West of the Beaverton NAC (2017 map attached).

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Article IV. MEMBERSHIP AND VOTING

Section 1 Membership is open to any resident, property owner or business owner [18 years or age or older] within the boundaries described in Article IV.

Section 2 Declaring Membership

a) Membership is declared by signing in on a meeting attendance list at a general meeting of the organization and providing the appropriate address for membership on the sign-in sheet or upon request.

b) Membership shall terminate at once for anyone who no longer resides within, or owns a business or property within the organization boundaries.

Section 3 Each member shall be entitled to one vote. Each corporation, partnership, non-profit agency or business shall be limited to one vote. Unless otherwise specified in these bylaws, decision of the CPO shall be made by a majority vote of those members present at any meeting.

Section 4 Quorum: The CPO shall operate as if a quorum is present for every general meeting of at least ten (10) members in attendance.

Section 5 There shall be no absentee voting, voting by proxy or secret ballots.

Section 6 If it is perceived that there is not adequate time for discussion regarding the vote or that people who have an interest in the vote are not represented, the Chair can postpone the vote.

Section 7 If a member votes on a proposition in which he or she has a direct financial interest, such person is obligated to disclose the existence and nature of such interest to the membership prior to the vote. This information shall be made a part of the record.

Section 8 If there is a minority position, this information shall be made part of the record.

Section 9 There shall be no dues or membership fees.

Article V. OFFICERS

Section 1 The officers shall consist of three individuals at a minimum, typically a Chairperson, Vice Chairperson, and Secretary.

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Officers can be reconfigured in title and number without requiring an amendment of bylaws, provided all the applicable provisions of these bylaws for notification and governance are observed in the officer nominations and selection.

Therefore, upon each change of term, members may designate alternative arrangements such as Co-Chairs, more than one Vice Chair (for example, to be representative according to specific areas of the CPO), designate a specific type of CPO Recorder and/or Corresponding Secretary, and other use of officer position titles and roles.

Section 2 Duties of the Chairperson. The Chairperson shall coordinate the business and activities of the steering committee and the organization. He/she shall preside at all meetings of the steering committee and general membership, and be the primary contact for and liaison with Washington County, CPO Program staff and others contacting the organization.

Section 3 Duties of the Vice-Chairperson. The Vice-Chairperson will assist the Chairperson in his/her duties upon request. In the absence of the Chairperson or in the event of his/her inability or refusal to act, the Vice Chairperson shall execute the duties and powers of the Chairperson.

Section 4 Duties of the Secretary. The secretary shall record the minutes of all general membership and Steering Committee meetings and maintain on file copies of said minutes, correspondence, membership lists, attendance lists and other records. The secretary shall provide original attendance lists, copies of minutes and correspondence to the CPO Program office according to program guidelines.

Section 5 The Committee for Community Involvement (CCI) Representatives shall attend Monthly CCI Meetings and report CCI activities back to CCI Steering Committee. If unable to attend CCI meetings, the CCI Representative shall contact the CPO Chairperson so an alternate representative can attend.

Article VI. STEERING COMMITTEE

Section 1 Number of Steering Committee Members: The Steering Committee shall consist of the officers of the organization, and at large persons including the representatives to the Committee for Community Involvement.

Section 2 Eligibility for Steering Committee

Only persons eligible for membership shall be qualified to serve.

Section 3 Terms of service

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Terms for Officers are for a period of 1 year.

Section 4 The Steering Committee shall hold regularly scheduled meetings and the membership shall be given reasonable, advance notice of such schedule. Meeting of the Steering Committee shall be open to the membership and the general public.

Section 5 Special meetings of the Steering Committee may be called by the Chairperson or by one-half of the Steering Committee members, after notice has been provided to all Steering Committee members.

Section 6 The majority of the Steering committee members shall constitute a quorum for the transaction of business. This ensures that the organization's business will not be carried out by less than a majority of the Steering Committee.

Section 7 Minutes of the Steering Committee shall be kept on file and summaries of actions taken shall be communicated to the general membership via publication on the CPO website and by making the minutes available at the next general meeting.

Section 8 The Steering Committee shall be responsible for establishing the time, place and agenda for the general meetings and preparing information to insure that members are notified in advance.

Section 9 The Steering Committee shall act for the CPO as a whole whenever it is impractical for the matter to await consideration at the next General Membership Meeting. Steering Committee action shall be approved by majority vote of Steering Committee members.

Section 10 Steering Committee policy decisions and opinions representing the view of the community on an issue where the general membership has not yet voted shall be presented to the general membership at the next general meeting. The membership may override the Steering Committee decision by a majority vote.

Section 11 The Steering Committee shall represent the CPO's opinions to the Board of Commissioners and other appropriate decisions-makers. Such advisory opinions will state whether the opinion is that of the Steering Committee, general membership, or a committee and make clear the date of the vote, the vote count and any minority opinion if such represents more than one third of the vote.

Article VII. NOMINATION, ELECTION, VACANCIES AND REMOVAL OF OFFICERS AND STEERING COMMITTEE MEMBERS

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Section 1 The Officers and additional Steering Committee member shall be elected by a majority of those attending the annual meeting in May.

Section 2 Nominations will be taken by the Steering Committee in the month prior to the annual meeting, and additional nominations for each office will be taken from the floor.

Section 3 A vacancy on the Steering Committee may be filled for the remainder of the vacant term by appointment by members of the Steering Committee subject to approval of the general membership at the next meeting.

Section 4 An officer may be removed by a two-thirds majority vote at any general membership meeting where written notice of the recall proposal has been given to the general membership prior to the meeting.

Section 5 Membership on the Steering Committee shall terminate if an individual no longer meets the criteria for CPO membership.

Section 6 The meetings shall be conducted in conformity with Roberts Rules of Order in all areas not covered by the bylaws.

Article VIII. GENERAL MEMBERSHIP MEETINGS

Section 1 General membership meetings shall be held at a time and place determined by the Steering Committee but not less than once per year. CPOs are encouraged to meet at least quarterly. CPO 6 meets on the first Thursday of every month.

Section 2 The general membership meeting in the month of May shall be the annual meeting.

Section 3 Notice of the meeting will be made via the CPO Program notices and website.

Section 4 Notice shall include the meeting date, time and place and the proposed agenda. Any member may raise an additional matter not previously on the agenda but that shall be voted at the next meeting, unless two-thirds of the members present determine that emergency action is needed.

Section 5 All General Membership Meetings are subject to Oregon's Public Meetings Law set forth in Oregon Revised Statutes 192.610-192.690, or any subsequent statute thereto.

Section 6 Written minutes are required for all meetings, and shall be available within three weeks of the meeting. All minutes must include: attendance; all motions, proposals, resolutions

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and measures proposed and their disposition; all vote results; summary of discussion of any matter and a reference to any document discussed at the meeting.

Article IX. COMMITTEES

Section 1 The Steering Committee may establish committees to perform the ongoing work or special projects of the organization.

Section 2 The Steering Committee shall specify the committee's purpose, authority and including whether the committee may speak publicly on behalf of the organization.

Section 3 When the Steering Committee determines the need to establish a committee it shall solicit names of interested individuals from the general membership in appointing the committee.

Section 4 Each committee shall have a chairperson and a secretary appointed by the Steering Committee or CPO Chairperson.

Section 5 Each committee shall provide a written or oral report to the general meeting.

Article X. PUBLIC PRESENTATION

No member of CPO 6 may make a representation or act on behalf of the CPO or CCI on any matters except as authorized by CPO 6 and CCI Chair within guidelines of these Bylaws.

Article XI. CAMPAIGN ACTIVITIES

Neither CPO 6 or any member thereof acting for the CPO, may act as a political action committee, campaign for any political candidate or ballot measure, or take any action in violation of the guidelines as outlined for CPO's in Washington County.

Article XII. AMENDMENTS AND REVIEW

Section 1 These bylaws may be amended by a two-thirds majority vote at any general membership meeting where written notice of the proposed change has been given to the general membership prior to the meeting.

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Section 2 The Steering Committee shall review bylaws in even-numbered years or more frequently if deemed necessary to review and propose changes to the bylaws.

Section 3 No provision of these bylaws or any amendment to them shall stand in conflict with the Board of County Commissioners' Resolution and Order 86-58 or the corresponding requirements promulgated by the Board of Commissioners in the future. Amended bylaws shall be provided to the CPO Program Office and the Washington County Board of Commissioners.

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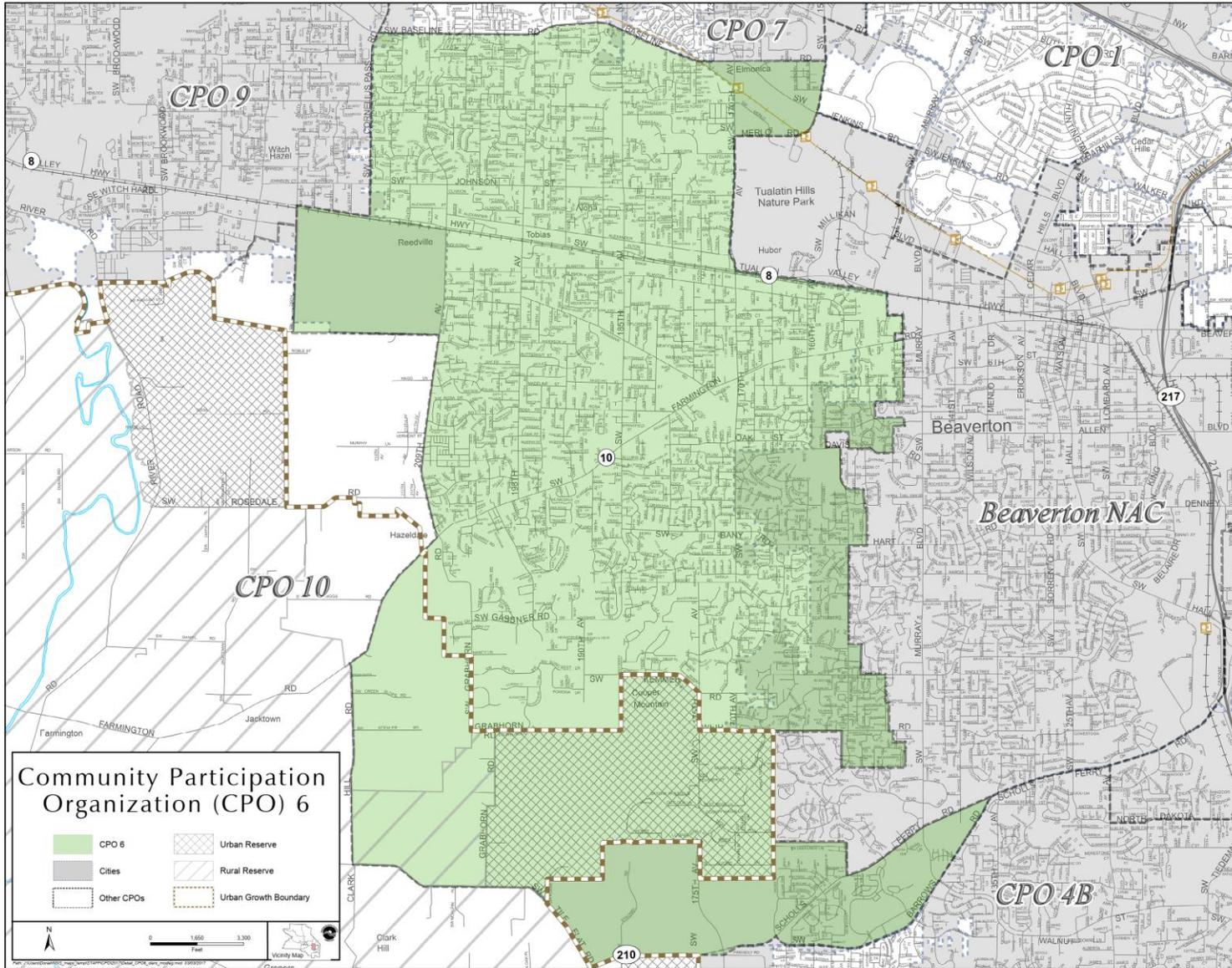
Adopted by affirmative vote at CPO 6 general meeting on June 6, 2019.

Signed and submitted to Washington County by:

CPO 6 Chair _____ CPO 6 Secretary _____
Liles Garcia Joy Kovacs

We hereby certify that this is a complete and accurate copy of the Bylaws, and all previous versions of the CPO 6 Bylaws are now superseded.

CPO 6 BYLAWS



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