

Bylaws
Columbia City Community Council
December 2007

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Name: Columbia City Community Council, also known as "C4".

Mission and Purpose: C4 is an inclusive group of Columbia City residents seeking to promote responsible growth, community improvement, increased safety and prosperity for our neighborhood and celebrating diversity and community spirit. C4 seeks to provide an open forum for the respectful exchange of ideas and goals.

Boundaries: C4 recognizes the boundaries that are outlined below:

- * Bounded on the North by S. Genesee St. from Renton Ave. S. to 46th Ave. S.
- * Bounded on the East by 46th Ave. S. from S. Genesee St. to S. Brandon St
- * Bounded on the South by S. Orcas St from Martin Luther King Jr. Way S to 42nd Ave. S and by S. Brandon St from 42nd Ave. S. to 46th Ave. S.
- * Bounded on the West by Renton Ave. S from S Genesee St to S. Alaska St. and by Martin Luther King Jr. Way S. from S. Alaska St. to S Orcas St.

Membership and Voting: Individuals who have attended two (2) general meetings within the last twelve months may vote at general meetings. All members, voting and non-voting are welcome to provide input and participate in discussions.

Meetings: General meetings are held monthly, starting in February, the second Tuesday of the month, at 6:00 pm. Annual meeting held in January, at which time elections for officers will be held. Executive committee meetings will be held on an as needed basis. The Board will call all meetings. Meetings are open to the public.

Minutes: Minutes of each meeting will be taken by the C4 Secretary and will be approved at the next meeting. Minutes will be made available in a public forum such as a website.

Committee Reports: Reports from each committee will be made as needed at the general meetings. Decisions made between meetings by the Board or any other sub-committee will be posted as they arise. Reports will be available on the public forum where minutes are posted.

Rules of Order: Unless otherwise noted, Roberts Rules of Order will be used.

Officers/Board: The Board shall consist of two Co-Chairs, the Secretary, the Treasurer and three (3) at-large members. Only qualified voting members are allowed to be on the Board. Nominations of officers will occur one month previous to the annual meeting. No person shall head more than one committee at a time. Committee heads shall serve a term limited to two years, to be approved annually.

Co-chairs (President): Two people shall share the traditional role of President. This role will share the administration and facilitation of the organization. The duties will be divided as agreed upon by the two voted into this position by the membership, which may include facilitating meetings, securing meeting locations, serving as contact/liaison with other community groups, setting the agenda.

Removal of Officers: Removal from the Columbia City Community Council Board or from voting member status will be based on improper conduct or conflict of interest, to be voted on by membership.

Conflict of Interest: Members are obligated to report any conflict of interest. No member will be permitted to vote on a question in which he or she has a pecuniary or personal interest not common to other members of the board. Members may be required to recuse themselves from any such question and to leave the room during discussion and voting on that question. Failure to disclose such conflict of interest may lead to dismissal from any elected or appointed office or loss of voting privileges.

Committees: The board shall vote Committee Heads in for a term limited to two years, to be approved annually. Committees will be decided based on objectives and goals set for C4 and each committee will provide a work plan for review by members. The membership shall vote for the creation of future committees as deemed necessary.

Standing Committees: Community Outreach, Land Use and Development, Transportation, Public Safety.

Quorum: A quorum of the members shall consist of 10 members including 4 board members. In the event a quorum should not be present at any regular or special meeting of the Alliance, those members present may adjourn the meeting from day to day or to a later time on the same day until a quorum is present.

Agendas and planned votes must be presented at least one (1) week before next meeting to members. Notice of meetings and activities shall be made available on the public forum, and by reasonable efforts including printed calendars, direct email, posting on community bulletin boards.

Conduct of Meetings:

- Call to Order
- Reading and Approval of Minutes
- Treasurer's Report
- Committee Reports
- Other Previous Business
- New Business
- Special Presentations, as required.

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