

BYLAWS

Citizen Participation Organization CPO 6 Aloha-Cooper Mountain

ARTICLE I – PURPOSE

The Aloha-Cooper Mountain Citizen Participation Organization, hereinafter referred to as CPO #6, exists for the purpose of providing a structure to facilitate effective citizen involvement in the environmental, social, economic, and aesthetic development of the Aloha-Cooper Mountain community. CPO #6 will assist in the planning of this community in accordance with the Oregon Land Conservation and Development commission's statewide goal #1, the Washington County Comprehensive Plan, the Washington County Board of County Commissioners' Resolution and Order, and the Washington County Development Ordinance. CPO #6 will encourage citizen participation by a broad cross-section of the community and will provide a direct line of communication between citizens and Washington County government.

ARTICLE II – ACTIVITIES

The activities of CPO #6 will be determined by the membership. They include, but are not limited to: reviewing and responding to individual land use actions, assisting in any change of the community plan, reviewing special community projects, taking part in special community studies, and providing a vehicle for increased citizen participation.

ARTICLE III – MEMBERSHIP

Membership in CPO #6 shall be open to citizens of voting age who either reside, own land, or operate businesses within the boundaries of the organization's area. Said boundaries are those agreed to by the CPO's and approved by the County Commissioners.

ARTICLE IV – MEETINGS

General Meetings: Regular meetings of the general membership shall be the first Thursday of each month.

Place of Meeting: Place of meeting shall be at such place as the membership shall designate.

Annual Meeting of the General Membership: The annual meeting of the membership shall be held on the first Thursday of October each year.

Special Meetings: Special meetings of the membership may be called only by the Chariman's or a majority of the Steering Committee.

Notice: A notice stating the time and place of the meeting shall be published in a local paper of general circulation prior to the meeting. The agenda of each meeting shall be available to the public.

ARTICLE V – VOTING QUALIFICATIONS

Regular Members: A member qualifies as a regular member by attending either two of four, or six of twelve previous general membership meetings. Attendance shall be noted by signature on the Secretary's role sheet.

Non-regular Members: Any member in attendance not meeting qualifications as regular voting member shall be classified as a non-regular voting member.

Separate Tally: Separate tallies will be made part of the minutes and presented to the county for consideration.

Financial Interest: 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. This information shall be made a part of the record.

Plurality Decisions: A plurality of the regular voting members present must approve any CPO #6 action. Minority positions of the regular voting membership shall be noted in any CPO #6 action when requested.

ARTICLE VI – STEERING COMMITTEE

Management Role: The business and affairs of CPO #6 shall be managed by a Steering Committee composed of the officers, chairmen of any active committees, and CCI representatives.

Vacancies: A vacancy in the Steering Committee shall be filled by a vote of the majority of the remaining members, subject to ratification by CPO #6 membership.

Removal of Steering Committee Members: Steering Committee Members will be automatically removed for missing 3 consecutive meetings including both regular membership meetings and regular steering committee meetings without contacting another officer or steering committee member.

Meetings: Meetings of the Steering Committee shall be held each month, date specified by the incoming committee.

Place of Meeting: The place of the Steering Committee meetings shall be designated by the members.

Annual Meeting: The annual meeting of the Steering Committee shall be held within two weeks following the adjournment of the annual meeting of the general membership.

Majority Decisions: A majority of the members present must approve any Steering Committee decision.

ARTICLE VII – OFFICERS

Title and Role: The officers of CPO #6 shall consist, at a minimum, of a Chairman, Vice Chairman, and a Secretary.

- **Chairman:**
The chairman shall serve as the spokesperson for CPO #6 and will chair general membership meetings.
- **Vice Chariman:**
The Vice Chariman shall serve for the Chairman in the latter's absence.
- **Secretary:**
The Secretary shall record and transcribe the minutes of the general meeting and shall maintain a record of the role, the voting results, and the minutes. In addition, the Secretary shall keep the board and board members informed of the addresses of the CPO's representatives for receipt of notices and communications.

Term of Offices: All officers shall serve a one year term.

Vacancies: Should any office become vacant prior to the expiration of the term, such vacancy will be filled by vote of the majority of the members of the Steering Committee, subject to ratification by the CPO #6 membership. The replacement officer shall serve out the balance of the retiring officer's term until elections are held at the annual meeting of the general membership.

Removal of Officers: Officers may be removed by the membership at a meeting called for that purpose. Officers will be automatically removed for missing 3 consecutive meetings including both regular membership meetings and regular steering committee meetings without contacting another officer or steering committee member.

ARTICLE VIII – ELECTIONS

Nominations: Nominations shall be opened by declaration of the Chairman at the general meeting immediately prior to the annual meeting of the general membership. A nomination committee may be appointed by the Chariman.

Time of Elections: Elections of officers shall be held at the annual meeting of the membership.

Nominee Eligibility: A requirement for eligibility for office shall be membership in CPO #6.

Balloting: Balloting shall be by secret ballot on an individual basis for each office or by means acceptable to the general membership.

Winners: Winners in each individual office shall be determined by a majority of the votes cast by the regular members.

ARTICLE IX – COMMITTEES

Committees: The Steering Committee shall appoint such committees as it deems necessary.

Committee Officers: Committee officers shall minimally consist of a Chariman to be appointed by the Steering Committee, subject to ratification by the general membership.

Committee Reports: Committee Chairmen shall make a report of their committees' activities at each monthly meeting of the general membership.

Attendance at Steering Committee: All Committee Charimen are obligated to attend Steering Committee meetings.

ARTICLE X – AMENDMENT

These BYLAWS may only be amended or repealed at a meeting of the general membership by a two-thirds vote of the regular members and filed with the Secretary at the meetings immediately prior to the meeting at which the vote was taken.