

CHURCHILL AREA NEIGHBORS CHARTER

Recognized April 22, 1991

ARTICLE I NAME

The name of this organization is the Churchill Area Neighbors.

ARTICLE II GEOGRAPHIC BOUNDARIES (revised 1/26/04)

The Churchill Area Neighbors encompasses that portion of the territory of the City of Eugene bounded on the south and west by the City limits, on the north by the commercially zoned lots immediately south of West 11th Avenue, and on the east by Oak Patch Road (to its northern terminus with the above-mentioned commercial zoning), south to West 18th Avenue, east to City View and south to the City limits. The neighborhood shall be divided into the numbered areas shown on the attached map, which is hereby incorporated by reference. The Executive Committee may from time to time consolidate, subdivide, or alter the area boundaries.

ARTICLE III PURPOSE

Section 1 Advisory to the City

The Neighborhood Organization is advisory to the City Council, Planning Commission, and other City boards, commissions, and officials on all matters affecting the neighborhood. The Neighborhood Organization may develop proposals with respect to land use, zoning, parks, open space and recreation, annexation, housing, community facilities, transportation and traffic, public safety, sanitation, and other activities, and public services which affect the neighborhood.

Section 2 Neighborhood Focus

The Neighborhood Organization shall address all matters, which affect the neighborhood in accordance with the City of Eugene's Neighborhood Organization Recognition Policy, Resolution No. 2554, as amended by Resolution No. 3746, including problems of public safety and economic development.

Section 3 Educational

The Neighborhood Organization shall serve in an educational capacity to inform the citizens of the neighborhood. The Neighborhood Organization shall encourage and facilitate communication among citizens on matters of common concern.

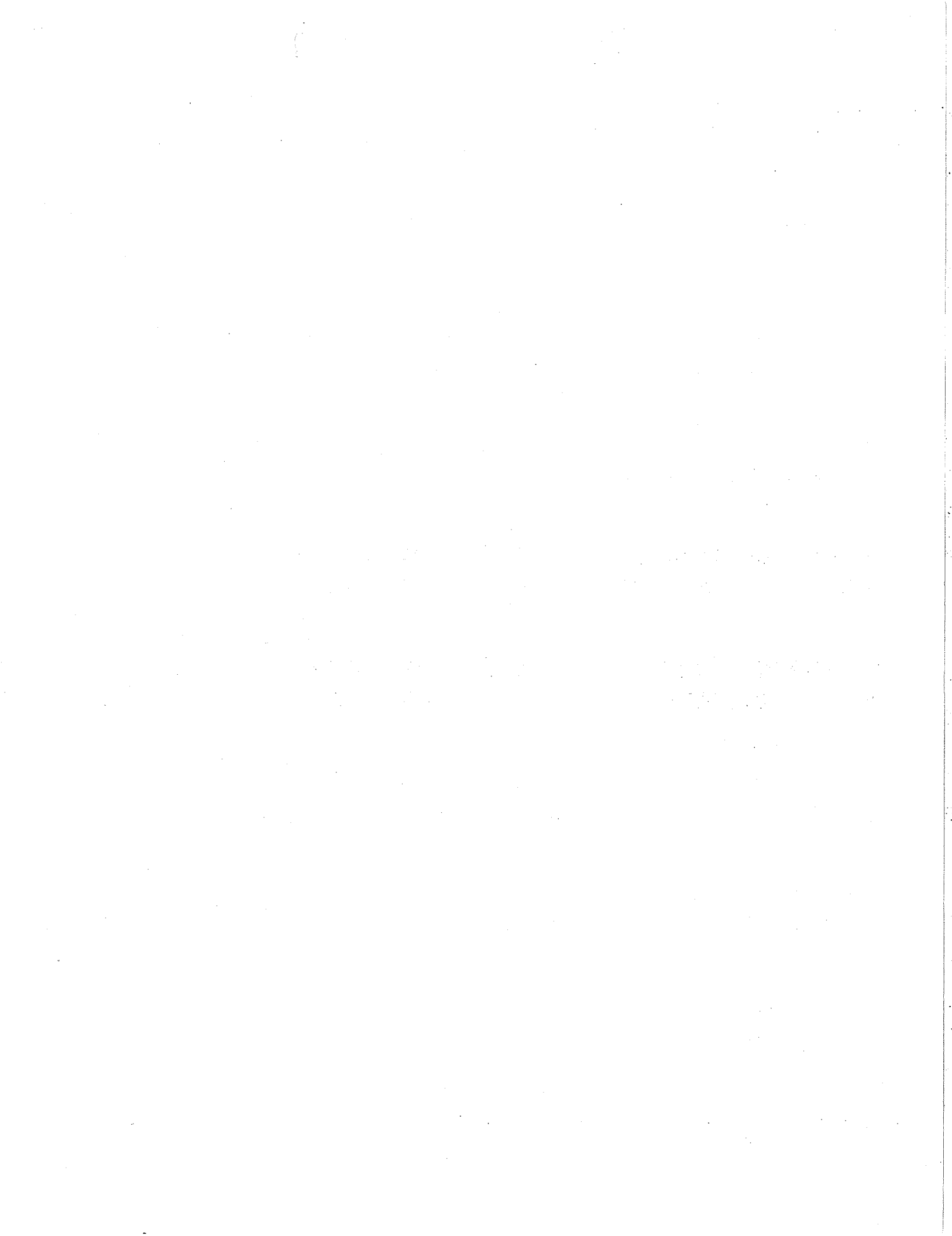
Section 4 Powers

The Neighborhood Organization may do whatever is necessary and appropriate to enable it to exercise the powers granted or allowed to it by the Eugene Neighborhood Organization Recognition Policy, Resolution No. 2554, as amended by Resolution No. 3746.

ARTICLE IV MEMBERSHIP

Section 1 Participation

Participation in the affairs of the Churchill Area Neighbors is open to any 18-year-old or older resident, property owner, or business owner within the boundaries described in Article II.



a. A member must have attended a general meeting within the previous year in order to vote. The Neighborhood Organization shall keep and maintain attendance lists for all such meetings for at least twelve months.

Section 2 Voting

a. Each person entitled to participate as defined in Section 1 of this Article is entitled to speak at any general meeting or at any Executive Committee meeting and is entitled to one participant vote whenever votes are taken at an Executive Committee meeting, as provided in Article VI, Section 9 of this charter.

b. No absentee voting or voting by proxy shall be allowed.

ARTICLE V OFFICERS

Section 1 Generally

The officers are a Chairperson, Vice Chairperson (or Co-Chairpersons), Secretary-Treasurer, and a Newsletter Editor.

Section 2 Duties of Chairperson (or Co-Chairpersons)

The chairperson shall coordinate and supervise the business activities of the Executive Committee and the Churchill Area Neighbors. The chairperson shall preside at all meetings of the Executive Committee and all general meetings, serve as an ex officio member of all committees, and be the primary contact person for and liaison with the city of Eugene.

Section 3 Duties of Vice Chairperson

The vice chairperson shall assist the chairperson upon request. In the absence of the chairperson or in the chairperson's inability or refusal to act, the vice chairperson shall execute the duties and power of the chairperson.

Section 4 Duties of the Secretary-Treasurer

The Secretary-Treasurer shall:

a. Record the minutes of all general and executive meetings, circulate at general membership meetings an attendance list and maintain on file, copies of said minutes, correspondence, attendance lists, and other records;

b. Receive all Neighborhood Organization funds, deposit them in a bank approved by the Executive Committee, and payout funds only on notice signed by one other organization officer and the secretary-treasurer.

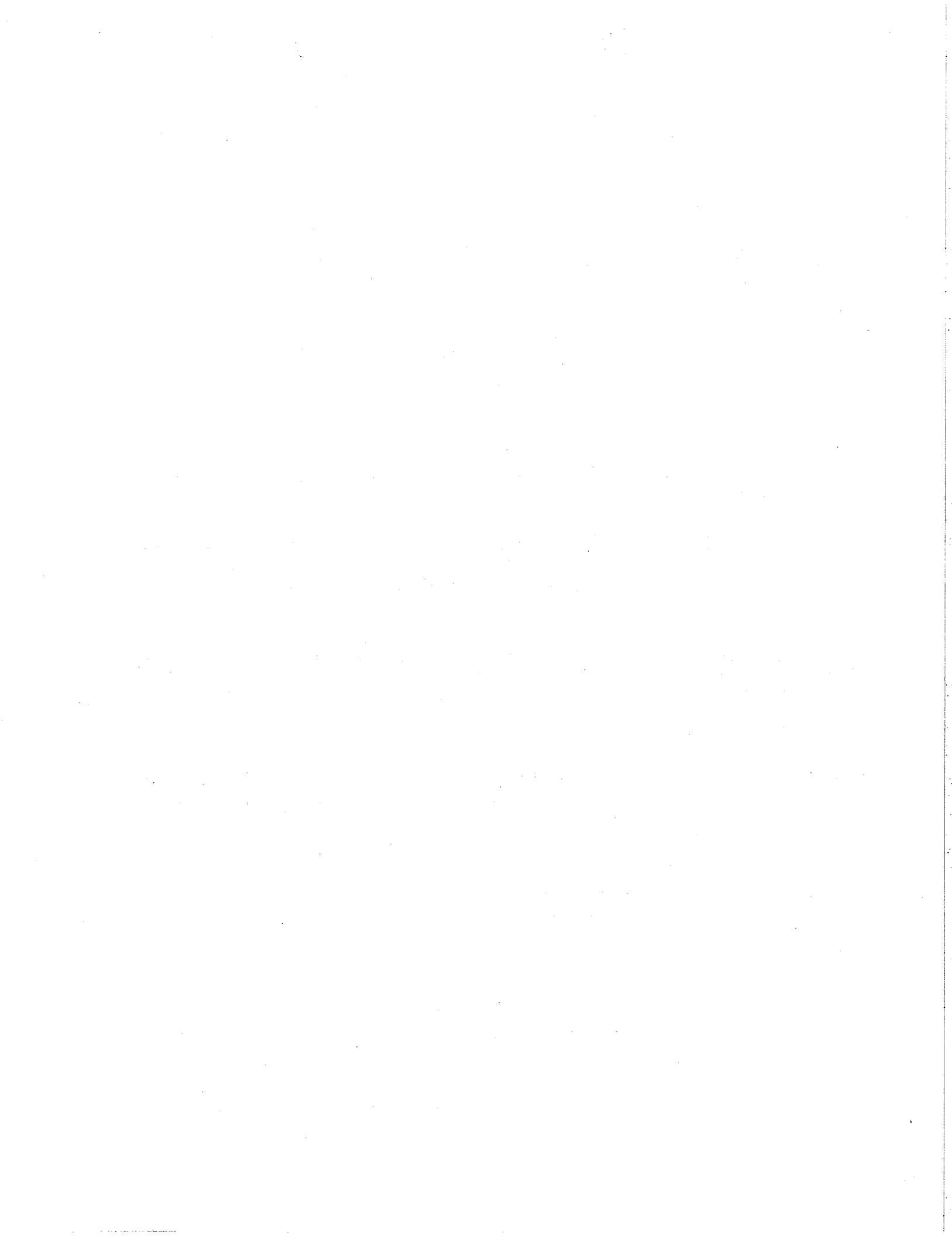
Section 5 Duties of the Newsletter Editor

The Newsletter Editor shall see to the publication of the Churchill Area Neighbors Newsletter.

ARTICLE VI EXECUTIVE COMMITTEE AND AREA REPRESENTATIVES

Section 1 Executive Committee

The Executive Committee consists of the officers of the neighborhood organization and one person representing each of the areas of the neighborhood established as provided in Article II. In addition, one



representative from each adjacent neighborhood shall be granted ex officio status on the Churchill Area Neighbors Executive Committee, if nominated by the Executive Committee, or equivalent body, of an officially recognized neighborhood organization representing an adjacent neighborhood.

Section 2 Area Representatives

- a. Terms of persons serving as Area Representative when this Charter is adopted shall continue until January 1, 1992, for representatives of odd numbered areas, and January 1, 1993, for representatives of even numbered areas. Thereafter, each area representative shall be elected for a two-year term. The chairperson or co-chairperson shall fill by appointment any vacancy in an area representative office subject to Executive Committee approval until the next general meeting.
- b. Eligibility to serve as area representative is limited to persons who reside in the area represented.
- c. Area Representatives shall investigate and report with recommendations to the Executive Committee on applications for land use actions within their areas and shall otherwise facilitate communications between area residents and the organization.

Section 3 Executive Committee Meetings

The Executive committee shall hold regularly scheduled meetings and may hold special meetings when called by the Chairperson or co-chairperson or by any three Executive Committee members. All meetings of the Executive Committee are open to the general public.

Section 4 Notice of Meetings

- a. The dates of all regularly scheduled general membership meetings shall be published in the newsletter as funds are available. In addition, notice of regularly scheduled Executive committee meetings shall also be published in the newsletter, and shall also be provided to the City of Eugene Neighborhood Liaison Office for such additional public notice as may be possible. Notice of special meetings of the Executive Committee shall be given to all Executive Committee members and to the Neighborhood Liaison Office for such public notice as may be possible.
- b. Notice shall include the date, time, and place for each meeting and a summary of the agenda.

Section 5 Meeting Agenda

Executive Committee meeting agendas shall include all items requested by the Chairperson or co-chairperson or any two members of the Executive Committee. Any participant may raise and have discussed any additional item not previously on the agenda, but that item shall not be voted upon until the next meeting unless two thirds of the Executive Committee members present and voting approve a motion to allow voting at the same meeting.

Section 6 Quorum

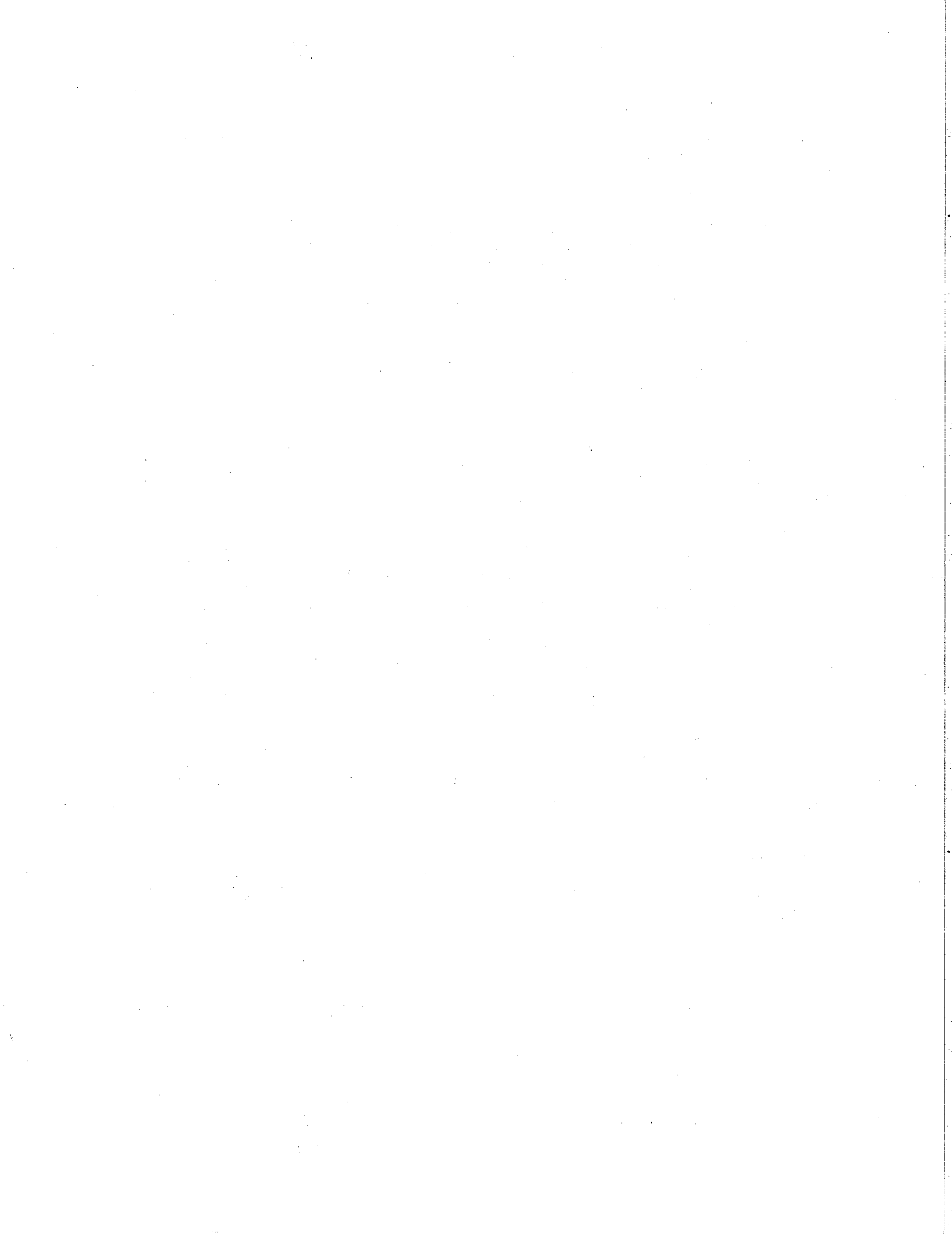
A majority of the Executive Committee members constitutes a quorum for the transaction of business~ Less than a quorum of the Executive Committee may meet, but may not take action on behalf of the Churchill Area Neighbors.

Section 7 Minutes

Minutes of the Executive Committee shall be kept on file and summaries of actions taken shall be communicated to the organization generally through publication in the Churchill Area Neighbors newsletter.

Section 8 Powers

The Executive Committee may exercise the powers of the Churchill Area Neighbors as may be necessary to accomplish the purposes of the Neighborhood Organization.



Section 9 Voting

- a. Except as otherwise provided in this charter, a majority of a quorum shall be sufficient to determine any matter before the Executive Committee.
- b. Any matter submitted to a vote of the Executive Committee shall also be submitted to a vote of the participants present at the meeting. The vote of the Executive Committee and of the participants other than members of the Executive Committee shall be recorded in the minutes.
- c. The vote of the participants at any Executive Committee meeting shall be taken before the final Executive Committee vote on the same issue. The vote of the participants shall be advisory to the Executive Committee, but shall be reported at all subsequent occasions when the vote of the Executive Committee is reported or discussed.
- d. Any decision by the Executive Committee which is intended to represent the view of the Churchill Area Neighbors shall be presented to the members at the next meeting. (The members may override the Executive Committee decision by a vote of two thirds of the members present and voting.)

Section 10 Representation

The Chairperson or the Chairperson's designee shall present the neighborhood's opinions to the City Council, Planning Commission, or other appropriate decision makers when so authorized by a vote of the Executive Committee. The presentation shall include the number of votes for and against by both the Executive Committee and the participants, and if there is a minority position on an issue, represented by at least one third of those voting in either group, this shall also be presented.

ARTICLE VII

NOMINATION, ELECTION, AND REMOVAL OF OFFICERS AND EXECUTIVE COMMITTEE MEMBERS

Section 1 Elections

The officers shall be elected at the annual meeting in February and shall serve staggered two-year terms. Upon adoption of this charter, the Chairperson and Secretary-Treasurer shall serve until February 1993; the Vice Chairperson and Newsletter Editor would serve until February 1992. Thereafter, each officer shall be elected at the general meeting in February for two-year terms.

Section 2 Nominating Committee

A three-member nominating committee shall be appointed by the chairperson prior to the general meeting in February. Notice of the creation of the nominating committee and of the annual election shall be published in the February issue of the Churchill Area Neighbors newsletter.

Section 3 Candidates

At the general meeting, the nominating committee shall present the proposed candidates for office. The slate of candidates for office shall be published in the February issue of the Churchill Area Neighbors newsletter. Additional nominations may be made from the floor, each nomination being for a specific office or Executive Committee member.

Section 4 Absences

If a member of the Executive committee is absent for four consecutive meetings, either regular or special, that member's position shall be vacated unless the Committee finds that extraordinary circumstances prevent the member's attendance:



Section 5 Termination

Membership on the Executive committee terminates at once for anyone who moves from the neighborhood.

Section 6 Vacancies

The Executive Committee shall by appointment fill vacancies in the offices of Chairperson, Vice Chairperson, Secretary-Treasurer, and Newsletter Editor.

**ARTICLE VIII
GENERAL MEETINGS**

Churchill Area Neighbors will hold at least two general meetings a year. One of the general neighborhood meetings shall be held in February each year to elect officers. Notice of general meetings shall be provided in the manner described for Executive Committee meetings. All meetings are open to the public. Each participant as defined in Article IV, Section 1, is entitled to one vote at the general meetings. The quorum necessary to transact business at general meetings is ten participants.

**ARTICLE IX
NEIGHBORHOOD NEWSLETTER**

Section 1 Name and Purpose The purpose of the Churchill Area Neighbors newsletter is to distribute information to the neighborhood generally, and to provide, a forum for free expression of opinions by persons entitled to participate in Churchill Area Neighbors or issues of interest to the neighborhood.

Section 2 General Policies

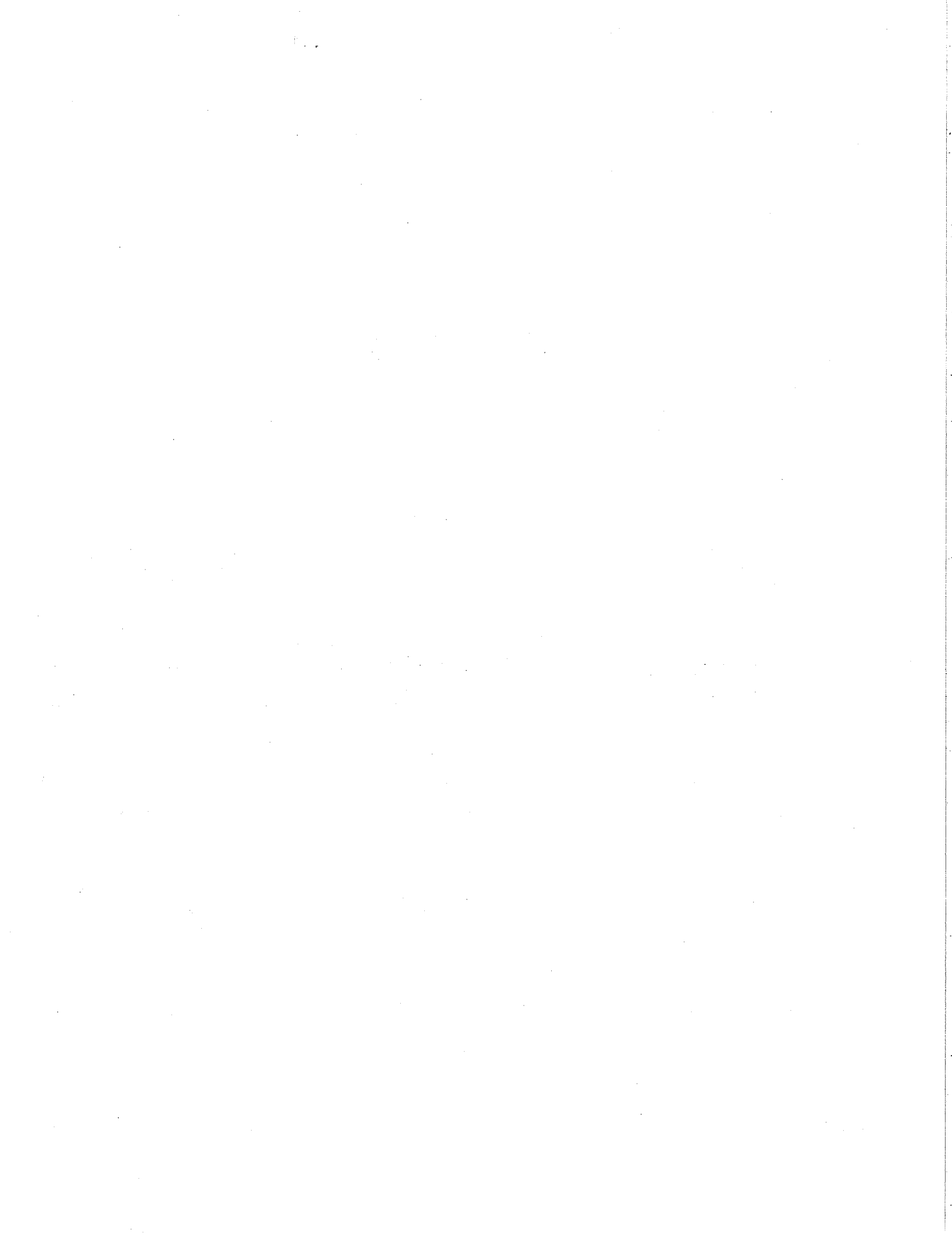
- a. Advocacy positions may be included in the newsletter in an editorial format. The newsletter shall clearly indicate editorial material and guarantee space for timely printing of differing viewpoints.
- b. Commercial advertising shall not be permitted.
- c. The Executive Committee has the ultimate responsibility for the contents of the newsletter.
- d. Each issue of the newsletter shall identify the officers of the neighborhood, the Newsletter Editor, and those compiling that issue, if other than the officers or editor.
- e. Each issue of the newsletter shall include an address or phone number for submission of articles, letters, or other material.

**ARTICLE X
COMMITTEES**

The Executive committee may establish committees to carry out the business of the Churchill Area Neighbors. The purpose and authority of each committee shall be specified at the time the committee is created.

**ARTICLE XI
AMENDMENTS AND CHARTER REVIEW**

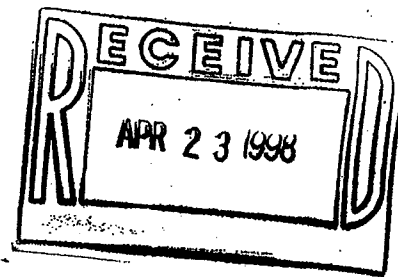
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