

## **CHARTER FOR THE SOUTHWEST HILLS NEIGHBORHOOD ASSOCIATION**

### **Article I. Name.**

Section 1. The name of this organization shall be the Southwest Hills Neighborhood Association.

### **Article II. Geographic Boundaries.**

The Southwest Hills Neighborhood Association encompasses that area bounded by a line starting at the intersection of Willamette Street and 29th Avenue, moving west along W. 29th Avenue to Lorane Highway; then north on Washington Street to W. 28th Avenue; then west on W. 28th Avenue to Chambers Street, then north on Chambers Street to W. 24th Avenue, then west to City View, then following City View as if it were extended south to the south edge of the McClean subdivision, then turning south and east along the city boundary until that boundary intersects Willamette Street, then north along Willamette Street back to the intersection with 29th Avenue.

### **Article III. Purpose.**

Section 1. The purpose of the Southwest Hills Neighborhood Association is to promote community at the neighborhood level and improve the livability of the neighborhood. Those who reside, own property, or are the single representative of a business or non-profit located within the Southwest Hills Neighborhood Association boundaries are members of the Association. The Executive Board ("Board") acts as an elected body to represent the Association's neighborhood needs and interests when and where appropriate. The Board communicates with members, so the Association then may:

(a) Provide a forum for members to identify, discuss, and resolve neighborhood issues by encouraging and facilitating communications and participation among the members on matters of common concern.

(b) Educate neighbors on issues, public process, City services and policies, and elections.

(c) Sponsor neighborhood improvement projects and social events.

(d) Maintain and foster neighborhood communication with the City of Eugene and with other public or private entities by identifying and advocating the Southwest Hills Neighborhood Association's position on issues such as land use and zoning, transportation and traffic, and public safety; housing, school, and community facilities; parks and recreation; economic development; issues affecting the elderly and youth; and other factors related to sustainability, livability, and other social and economic aspects of our neighborhood.

Section 2. The Association shall address all matters that affect the neighborhood in accordance with the City of Eugene's Neighborhood Organization Recognition Policy Resolution 2554, or subsequent revisions to the ordinance.

Section 3. The Association shall do whatever else it deems necessary and appropriate to enhance the welfare of its members and livability of the neighborhood.

#### **Article IV. Membership.**

Section 1. Members are any resident, property owner, or single representative of a business or non-profit within the geographic boundaries described in Article II.

Membership rights and benefits:

(a) One identifies oneself to the Southwest Hills Neighborhood Association by entering one's name and address in the attendance log available at each General Meeting.

(b) Each member shall be entitled to one vote.

(c) Each business or non-profit agency, or business shall be entitled to one vote.

(d) There shall be no voting by proxy except for members with physical disabilities that preclude them from attending the meeting. Reasonable accommodations will be made to allow members with physical disabilities to vote.

Section 2. Membership will terminate for anyone who no longer meets member requirements as stated in Section 1.

#### **Article V. Officers and Executive Board.**

Section 1. The officers shall consist of a (1) Chair, (2) Vice-Chair, (3) Secretary, and (4) Treasurer. Alternately, two people may serve as Co-Chairs, in which case no Vice-Chair will be elected.

Section 2. The Board shall consist of the four elected officers plus additional Board members and committee chairs.

Section 3. Additional Board members may be appointed by the Chair or by the Board as a whole, but these appointments shall be approved by the membership at the next general meeting.

Section 4. A Communications Liaison may be appointed by the Board to produce email and print newsletters and to maintain the Association's social media.

Section 5. Any vacancy of the Board may be filled for the remainder of the term by a majority vote of the general membership.

Section 6. An officer or other member of the Board may be removed by a two-thirds vote of the members present at a General Meeting. However, prior notice of intent to submit a removal motion is required at a General Meeting immediately preceding the meeting in question.

Section 7. The majority of the Board shall constitute a quorum for the transaction of business.

**Article VI. General Meetings.**

Section 1. The Association will hold at least enough General Meetings and events, including the Annual Meeting with elections, to satisfy the current City Council requirements for continuing as an active neighborhood organization.

(a) Notice of the location, time, and date of all meetings shall be provided to the members in a timely manner.

(b) A quorum at a general meeting shall be 10 members.

(c) The General Meeting in November shall be the Annual Meeting.

**Article VII. Finances.**

Section 1.

(a) The Association may receive funds and may own and dispose of property.

(b) The Association may secure monies or grants to fund a specific project or program.

(c) With membership approval, the Treasurer may accept donations from the general membership for a specific project or program.

(d) The Association may expend funds for expenses included in a budget approved by the Board and general membership. Expenses not budgeted and over an amount set by the current bylaws need approval by the Board.

**Article VIII. Communications.**

Section 1. The Association will send out regular periodic communications on appropriate media, both paper and electronic. These can include printed postcards and newsletters, websites, email lists, and whatever social media may at the time be judged effective for the Association's purposes.

Section 2. The purposes of these communications are to:

(a) Distribute City of Eugene public information and other relevant information to the members, provide notification of upcoming meetings, and provide a forum for free expression of opinions by neighborhood members on issues of interest to the neighborhood and the community and dialogue on elections and ballot measures related to the neighborhood.

(b) Promote neighborhood, community, and City events; recognize people and businesses for their contributions to the neighborhood and/or volunteer efforts on behalf of the neighborhood.

(c) Facilitate the continuing development of a vital neighborhood and community.

Section 3. The Board will appoint a member or members of the Association to produce these communications, in conjunction with City staff when that is appropriate, following the guidelines adopted by City Council.

Section 4. Advocacy positions on non-election issues that are judged by the Board significant for the neighborhood may be included in an editorial format in email, web, or printed materials, provided that equal opportunity is provided for opposing voices.

**Article IX. Adoption and Amendments.**

Section 1. This charter may be adopted, repealed, or amended by a two-thirds vote of those members present at any General Meeting provided a quorum is met. Written notice of the meeting and of the proposed changes shall be forwarded to all members prior to the meeting. If approved it takes effect immediately unless it includes a provision delaying implementation.

Section 2. In all its activities, the Association will conform to this charter and to the current set of bylaws.

Section 3. The bylaws may be amended as conditions and City requirements change, by a two-thirds vote of those members present at any General Meeting, provided quorum is met.

(Updated as of March 2015)

