

# [Proposed] Northeast Neighbors Charter

## **ARTICLE I. NAME**

The name of this organization shall be Northeast Neighbors (NeN).

## **ARTICLE II. GEOGRAPHIC BOUNDARIES**

NeN encompasses all lands north of Beltline Highway to the Urban Growth Boundary between the Willamette River and North Game Farm Road.

## **ARTICLE III. PURPOSE**

Section 1. Advisory to the City: NeN is advisory to the City Council and other City boards and commissions on matters affecting its area. Those matters can include 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 their neighborhoods.

Section 2. Neighborhood Focus: NeN shall address all matters which affect the neighborhood in accordance with the City of Eugene's Neighborhood Organization Recognition Policy, Resolution No. 5408, including problems of public safety and economic development. NeN is not a City board or commission subject to the requirements of section 2.013 of the Eugene Code (EC).

Section 3. Equity: NeN opposes any act of discrimination and condemns bias based on gender, race, ethnicity, national origin, age, sexual orientation or identity, education, economic or social status, or disability and will advocate for an equitable and welcoming neighborhood in which all can freely and safely participate, live, differ, debate, and grow. NeN supports the City of Eugene's goals of being a safe and welcoming community for everyone.

Section 4. Educational: NeN shall serve in an educational capacity to inform the citizens of the neighborhood. NeN shall encourage and facilitate communication among citizens on matters of common concern.

Section 5. Powers: NeN may do whatever is necessary and appropriate to enhance the welfare of its residents and livability of the neighborhood and to enable it to exercise the powers granted or allowed to it by the Eugene Neighborhood Organization Recognition Policy, Resolution No. 5408.

## **ARTICLE IV. MEMBERSHIP**

Section 1: Membership is open to the following categories within the boundaries described in Article II

- a) any resident 18 years of age or older.
- b) property owner.
- c) business owner.

Section 2: Each member who is an individual shall be entitled to one vote. Each corporation, partnership, nonprofit agency, or business member shall be limited to one vote on any motion brought before the membership at any general meeting.

Section 3: The voting process shall be inclusive and open to all members and articulated in the bylaws of the organization.

Section 4: There shall be no absentee voting or voting by proxy.

#### **ARTICLE V. GENERAL MEMBERSHIP MEETINGS**

Section 1. General membership meetings shall be held at a time and venue, either in person or virtually, to be established by the NeN Board. Such meetings shall be held twice each year at a minimum. An annual event may be considered as one of the general meetings.

Section 2. A quorum of the general membership shall be as stated in the bylaws.

Section 3. Meeting participants shall follow meeting rules established by the NeN Board.

Section 4. All members shall have an opportunity to participate in the general membership meetings.

Section 5: Notice of general membership meetings shall be given by way of electronic outreach, social media, posted signs, printed materials, website, or any combination of outreach mechanisms.

#### **ARTICLE VI. NEIGHBORHOOD ASSOCIATION BOARD**

Section 1:

- a. The NeN Board (Board) shall consist of the officers and members of the organization elected democratically during a general membership meeting that has been publicized to the general membership. Officer descriptions and roles shall be outlined in the bylaws.
- b. The Board shall include a minimum of 5 (five) members.
- c. Subcommittees may be formed at the discretion of the Board.

Section 2: The Board shall strive for inclusivity and equitable access to processes and decision making. Meetings shall be posted and accessible, including virtual access as decided by the Board.

Section 3. The Board may present NeN's opinions to the City Council, Planning Commission, and/or other appropriate decision-makers. Such advisory opinions will specify whether the position is one of the general membership, the Board, a committee, or by organization members present and lacking a quorum. If there is a minority position on the issue, represented by at least one-third of those voting, this shall also be presented.

Section 4. The Board will be responsible for: establishing the time, place, and agenda for board meetings, general meetings, and events; ensuring reasonable advance notice to members; and providing an opportunity to the membership to suggest agenda items.

#### **ARTICLE VII. NOMINATION, ELECTION AND REMOVAL OF OFFICERS AND BOARD MEMBERS**

Section 1. The officers of the organization and any additional Board members shall be elected by a majority of those in attendance at a general or annual meeting. The membership will be notified of the meeting and invited to participate in the election a minimum of 30 days in advance of the meeting. The terms of office, including elections, filling vacancies and removal of officers, will be identified in the organization bylaws.

Section 2. The Board elections process, timeline, and frequency shall be articulated in the bylaws.

## **ARTICLE VIII. BYLAWS**

Section 1. Bylaws shall be established by the neighborhood association that define how NeN conducts business.

Section 2. Items addressed in the bylaws shall include at a minimum:

- Board Member positions and descriptions for each position.
- Timing and process for elections.
- Process for filling vacancies and for vacating positions mid-term.
- Meetings:
  - Definition of quorum:
    - General Meeting
    - Board Meeting
  - Process for conducting the business of meetings as determined by the Board.
  - Number and timing of general meetings.
  - How often the board will meet.

Section 3: Bylaws shall be approved and adopted by vote at a publicized general membership meeting.

## **ARTICLE IX. OUTREACH**

Section 1: The Board shall have the ultimate responsibility for content included in outreach materials and media, both electronic and in print.

## **ARTICLE X. FINANCES**

Section 1: The Board shall establish a fiscal process including budgeting, expenditures, authorizations, and an internal fiscal control system.

Section 2: The process for approving and allocating NeN funds outside of funding that may be allocated by the City shall be outlined in the bylaws.

## **ARTICLE XI. AMENDMENTS AND CHARTER REVIEW**

Section 1. This charter may be amended by a two-thirds vote at any general membership meeting. Written notice of the proposed charter amendment shall be given to the general membership prior to the meeting. Charter amendments shall not take effect unless and until approved and accepted by resolution of the City Council.