



BYLAWS

FIRCREST NEIGHBORHOOD ASSOCIATION

I. PURPOSE

The Fircrest Neighborhood Association is established by the residents of the neighborhood in order to promote the common interests and welfare of the neighborhood and its residents. The Fircrest Neighborhood Association shall concern itself with a variety of community issues and challenges, including but not limited to matters affecting the quality of life in the neighborhood or community in general.

II. BOUNDARIES

The boundaries of the Fircrest Neighborhood Association are as follows: 18th Street on the North, Mill Plain Blvd. on the South, I-205 on the West and 136th Ave on the East. Changes in the boundaries are subject to approval of the voting members of the Association.

III. MEMBERSHIP

The membership of the Association is open to all residents, property owners, business licensees, and non-profit organizations within the boundaries of the neighborhood as outlined in Section II.

IV. VOTING

All eligible members of the Association eighteen (18) years and older in the Fircrest Neighborhood Association are entitled to vote on all matters brought before the Association. Voting members must be residents within the boundaries stated in Section II. Non-eligible members can participate, but not vote. No proxies shall be taken. Voting may be by voice vote or by secret ballot as decided by eligible voting members at the meeting. The majority of eligible voting members at a meeting or the majority of Steering Committee members at a meeting can table a motion when it is clear that future discussion is needed.

V. OFFICERS

The officers of the Fircrest Association shall be the Chair or Co-Chairs. All other members of the board shall be Steering Committee members. Tasks such as committee leader tasks, correspondence, recording of minutes, and recording of financial information shall be shared by volunteers approved by the Steering Committee.

The duties of the Chair/Co-Chairs shall include but are not limited to the following: Act as the primary executive officer and preside over all meetings and business of the Association. The Chair/Co-Chair or their designated alternates shall be the official spokesperson(s) of the Association.

All officers must be members of the Fircrest Neighborhood.

VI. STEERING COMMITTEE

The Steering Committee shall be composed of all Association members who commit to meeting once a month for Steering Committee meetings. The Steering Committee may act on behalf of the Association as necessary and meet a minimum of once a month to conduct the business of the Association. All decisions made by the Steering Committee are subject to confirmation at a meeting of the general membership. All Steering Committee meetings are open to the membership at large but only members of the Steering Committee are allowed to vote at these meetings.

VII. ELECTIONS OF OFFICERS

Officers shall be elected annually. Officers shall be nominated in September, elected in October and installed into office in January of the calendar year. Elections to fill vacant positions shall occur whenever a vacancy exists.

VIII. COMMITTEES

Special committees to address specific concerns, issues, or activities may be appointed by the Chair/Co-Chairs as necessary. Chairs and/or Co-Chairs shall serve on the Steering Committee during the duration of their service as Committee chairs.

IX. MEETINGS

The Steering Committee shall meet once a month. A general meeting of the membership shall be held on the first Tuesday of the month with exceptions (e.g., holidays). The location of the meeting will be advertised in advance.

An agenda shall be provided anytime a meeting is announced. Reasonable notice of the meeting shall be provided. All decisions must be reached by a majority vote and recorded. The official report of all decisions shall record both majority and minority concerns.

X. FUNDING

Voluntary dues, contributions, contracts, grants, subscriptions or fundraising activities can be directed by the contributor or otherwise used by the Association as desired. Customary basic operating expenditures up to 150 dollars require a majority vote of the Steering Committee members at a Steering Committee meeting. Any expenditure over 150 dollars shall be approved by a majority of eligible voters at a general meeting.

Two steering committee members will be authorized to sign checks. Only one signature will be required per check, but no check will be written without the authorization of at least 2 steering committee members total. Each check will also require an acceptable form of authorization, including initials, email, or meeting notes before the monthly treasurer's reconciliation.

XI. AMENDMENTS OF THE BYLAWS

Amendments of the bylaws shall require majority approval of the voting members present at a regularly scheduled meeting.

XI. DISSOLUTION

The Association may dissolve itself by taking a vote on two (2) consecutive meetings held one month apart in the same fashion as any issue to be decided.

Signed January 3, 2002 by Co-Chairs Becky Archibald and Jane Dierdorff and Secretary Katherine Waters

Amended January 2011 (Chair – Looie Disparte; Secretary – LeeAnn O'Neil-Ocampo)

Amended November 4, 2014 (Chair – Sally Wray; Treasurer – Margaret Milem)

Amended September 4, 2018 (Co-Chairs: Sally Wray, Margaret Milem)