

**November 19, 1998**

## **BYLAWS**

### **CASCADE SOUTH EAST NEIGHBORHOOD ASSOCIATION**

#### **I. PURPOSE**

The CASCADE SOUTH EAST NEIGHBORHOOD ASSOCIATION (hereinafter referred to as the 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 Association shall concern itself with a variety of community issues and changes, including but not limited to matters affecting the quality of life in the neighborhood or the community in general.

#### **II. BOUNDARIES**

The boundaries of the Association are as follows: on the North, McGillivray Blvd., on the South: Cascade Park Dr., on the East: Briarwood, on the West: SE 145th Ave. Changes in the boundaries are subject to approval of the Association. Disputes shall be arbitrated by person mutually selected by the contestant parties.

#### **III. MEMBERS**

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

#### **IV. VOTING**

All members of the Association eighteen (18) years and older who reside within the boundaries are entitled to vote on all matters brought before the Association. No proxies shall be taken. All members residing outside the neighborhood boundaries may take part in all debate, but are not allowed to vote. Voting may be voice vote or secret ballot as decided by the membership in advance of the voting;

#### **V. OFFICERS**

The officers of the Association shall be the Chair or Co-Chairs, as circumstances may dictate, Vice -Chair, Secretary, and Treasurer. (In the event Co-Chairs are elected the position of Vice-Chairs may remain vacant. In addition, the position of Secretary and Treasurer may be combined.) The officers shall preside over all meetings, planning sessions, and activities of the Association. The duties of the officers shall include, but not be limited to, the following:  
**CHAIR/CO-CHAIRS:** Act as the primary executive officer and preside over all deliberations and activities of the Association. The Chair / Co-Chairs or their designated alternates shall be the official spokesperson(s) of the Association.  
**VICE-CHAIR:** Shall act in the absence of the Chair/ Co-Chairs and perform such other duties as required.  
**SECRETARY:** Shall act in conjunction the other officers; keep minutes of the Association and Executive Board meetings; and notify members of meeting and activities in advance. **TREASURER:** Shall act in conjunction with the officers: maintain the financial records of the Association. All officers must reside within the boundaries of the association.

## **VI. EXECUTIVE BOARD**

The Executive Board shall be composed of the Officers of the Association and Committee Chairs. The Executive Board may act on behalf of the Association as necessary and meet as required to conduct the activities of the Association.

## **VII. ELECTION OF OFFICERS**

Officers shall be elected annually at the first meeting of calendar year. Election to fill vacant position shall occur whenever a vacancy exists.

## **VIII. COMMITTEES**

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

## **IX. MEETINGS**

The Executive Board shall meet as necessary. A general meeting of the membership shall be held not less than once every six months, but other meeting of the membership may be called by the Executive Board as necessary. An agenda shall be published any time a meeting is announced. All decision must be reached by a majority vote. A quorum is reached when attendance of voting members is greater than 50% of the average voting member attendance of the last two general meeting, and two officers are present. The official report of all decisions shall record both majority and minority concerns.

## **X. FUNDING**

There are no membership dues. Voluntary donations, contributions, contracts, grants, subscription or fundraising activities may be used by the association as desired. Customary basic opening expenditures require only consensus of Officers.

## **XI. DISSOLUTION**

The Association may dissolve itself by taking a majority vote of the members as described in chapter IV. and IX. above.