

BYLAWS FOR THE NEIGHBORHOOD ASSOCIATION PRESIDENTS' FORUM FOR THE CITY OF WEST LINN, OREGON 5/18/2023

ARTICLE I – NAME

The name of this organization shall be the Neighborhood Association Presidents' Council of West Linn, Oregon; hereinafter called the NAP.

ARTICLE II – PURPOSE

The purpose of NAP is:

- To act as a consultant to the City Council.
- To facilitate bi-directional communication between NA members and the City, and
- To act as a resource for NAP members to discuss issues of importance to their respective NA members and/or City and educate neighborhood leadership.

ARTICLE III – MEMBERSHIP

The council shall consist of the presidents from each Neighborhood Association in the City of West Linn. If a member is unable to attend a NAP meeting, the member can appoint a voting delegate from their respective neighborhood association to serve in his or her place. This delegate shall be an officer of their respective neighborhood association.

ARTICLE IV – TERM OF OFFICE

The membership term shall be for the duration of the member's term as president of their respective neighborhood association.

ARTICLE V – VOTING

A quorum shall be a total 50% plus one of an active NA. A vote shall be decided by the majority of the NAP members present at which there is a quorum. A vote may be postponed for up to 30 days to allow a member to consult with their constituents.

ARTICLE VI – MEETINGS

Meetings of the NAP shall be publicized in advance of the meeting date and conducted in accordance with applicable State and Local law to the extent practical meetings will be conducted, to the extent practical, in accordance to Robert Rules of Order. The NAP may meet monthly at a designated time and place with a minimum of 4 meetings per calendar year.

A Neighborhood Association President, or designee, are expected to attend and participate in a minimum of 3 meetings per calendar year, to receive NA stipend.

The NAP Chair is responsible for coordinating the meeting location and time. The Chair is also responsible for publicizing the meetings and ensuring that the City is notified of meeting dates and times. An emergency meeting may be held at the call of the Chair and/or two members.

ARTICLE VII – OFFICERS

NAP officers shall consist of the Chair, Vice Chair, and Secretary. Officers shall be elected from first scheduled meeting of the calendar year. The Chair calls, prepares agenda for, and presides at all meetings. The Vice Chair assists the Chair with all duties of his or her office and presides at meetings in the Chair's absence. The Secretary maintains the membership roster and keeps a permanent record of minutes of all NAP meetings. If an officer is no longer qualified to be a NAP member, a vote at the NAP's next regular meeting will occur to replace the open officer position.

ARTICLE VIII – DELEGATES

On occasion the NAP may be asked to provide one or more of its members to serve as delegates to City boards, commissions, or ad-hoc groups. In these cases, the Chair shall designate the NAP member (which can include the Chair) to serve as delegates. (Needs primary and secondary appointed person).

ARTICLE IX – BYLAWS

These bylaws and amendments thereto shall be effective on approval by the majority of those voting in accordance with Article V of these bylaws.