

# BYLAWS OF THE SNOWDEN COMMUNITY COUNCIL

Adopted September 7, 2022.

## **Article 1**    **Name and Purpose**

**Section 1.** The name of this organization shall be the Snowden Community Council. (Hereafter referred to as SCC, Council or Community Council.)

**Section 2.** The purpose of the SCC is to represent and be actively involved in the welfare, environment, and orderly growth of the community. The Council will be advisory to such bodies as the Klickitat County Planning Commission and the Klickitat County Board of Commissioners.

## **Article II.**    **Members**

**Section 1** For purposes of these Bylaws, the “Snowden Community shall mean the residents of the approximately 34,000 acres of land shown on the Klickitat County Planning Department map that depicts the “Snowden-Burdoin Mountain Community”, a copy of which is available from the Klickitat County Planning Department. or Community Council.

**Section 2.** Members must be registered voters who live within the Snowden Community.

**Section 3.** Members of the SCC shall be elected by the registered voters of the Snowden Community.

**Section 4.** All contributions will be accepted and will be a matter of public record. The council receives no governmental, corporate or foundation funding.

**Section 5.** The Annual Community Meeting shall be held on a suitable day in September chosen by the Community Council, for the purpose of nominating Council members and transacting any other business as may come before the meeting.

**Section 6.** There shall be at least five (5) and up to ten (10) members on the Council, and they shall be elected for four-year terms. It is intended that the terms of the representatives be staggered so that half of the members of the board are elected to four- year terms in each of two even-numbered years. Because no Annual Meeting was possible during the pandemic, at its 2022 meeting up to 5 members will be nominated to four-year terms and up to 5 members will be nominated to two-year terms.

**Section 7** Notice of the Annual Community Meeting stating the place, day, and hour of meeting, shall be posted on the SCC website at least 10 days prior to the date of the meeting and posted along Snowden Rd, and published in the local newspaper at least five (5) days but not more than ten (10) days before the date of the meeting.) An e-mail notice shall be sent to all those who have attended a SCC meeting and provided their address.

**Section 8.** The Annual Community Meeting quorum shall be fifteen (15) persons.

**Section 9** The Annual Community Meeting should be in person when feasible, but may be virtual when circumstances dictate that an in-person meeting cannot be safely convened.

### **Article III. Elections**

**Section 1.** Elections to the Community Council shall be held in November in even numbered years. All registered voters residing in the Snowden Community are eligible to vote. A list of the nominees should be published and posted as described in Article II, section 7 at least two weeks prior to the elections.

**Section 2.** Nominations to the Community Council can be made by any community member, (Article II, Section 1) at the Annual Community Meeting.

**Section 3.** Each voter may vote for all of the available positions on the Community Council. In the event that no positions have more than one nominee, the slate of nominees may be elected by unanimous consent at the annual meeting.

### **Article IV. Council Rules**

**Section 1.** There shall be at least five (5) and up to ten (10) members. Each member shall hold office until his or her successor has been elected

**Section 2.** Regular meetings of the Council should be held once a month, with a notice posted in the local newspaper and on the SCC website. Meetings should be in person when feasible, but may be held electronically when necessary.

**Section 3.** Special meetings of the Council may be called by the Chair or a majority of Council members. Special meetings may be in person or virtual.

**Section 4.** Notice of any special meeting of the Council shall be given at least three (3) days prior thereto with the same notifications as a regular meeting, and shall state the purpose, place and time it shall be held.

**Section 5.** A quorum shall be a majority of the Council members.

**Section 6.** Members of the Council shall express the position of the majority of the Council when representing the Council.

**Section 7** No Council member shall receive compensation for their time, but may, at the discretion of the Council, be reimbursed for actual expenses.

**Section 8.** The Chair, Vice Chair, Secretary, and Treasurer shall be elected by a majority of the Council. They may be also be removed and replaced by a majority.

**Section 9.** Vacancies on the Council may be filled by a majority vote of the remaining members. The terms of such appointed members will last until the next election.

**Section 10.** Any Council member who changes address, and no longer has his or her primary residence in the Snowden Community, shall be automatically removed from the Council.

**Section 11.** In order to remain in good standing, a member may not miss more than three (3) consecutive meetings or a total of four (4) meetings in a twelve (12) month period. Any member not in good standing may be removed from the Council by majority vote of the members.

**Section 12.** Election of officers shall take place at the January regular meeting following the bi-annual election. Officers shall be chosen from among the members of the Council by a majority of the members. The position of Secretary may be filled by a community member who is not a member of the Council, on a pro-tempore basis.

## **Article V. Duties of Officers**

**Section 1.** The Chair of the shall supervise and direct the activities of the Council. He or she shall preside at meetings of the Council and the Annual Community Meeting and shall be an ex officio member of all committees.

**Section 2.** The Vice-Chair shall, in the absence of the Chair, execute all the duties of the Chair and, when so acting, shall have all the powers of the Chair.

**Section 3.** The Treasurer shall: (a) be responsible for all the funds collected and disbursed, (b) issue a financial report at each meeting of the Council and an annual report at the annual meeting, and (c) deposit all monies received in the name of the council in such depository as designated by the Council.

**Section 4.** The Secretary shall: (a) record the minutes of all Council meetings and the Annual Community Meeting, (b) see that all notices are duly given in accordance with the provisions of these Bylaws, and (C) see that a copy of the by-laws is available at all meetings.

#### **Article VI. Committees**

**Section 1.** Each committee shall have at least one (1 Council member (in addition to the Chair) and as many community members as are appointed by the Chair and agree to serve.

**Section 2.** Committees shall be advisory to the Council or act to carry out its instructions.

#### **Article VII. Contracts, Loans, Checks, and Deposits**

**Section 1.** Contracts shall be entered into only by the specific authorization of a majority of the. Council.

**Section 2.** No loans shall be contracted on behalf of the Council. No funds shall be loaned from Council monies.

**Section 3.** All checks, drafts, or other orders for payment of money shall be signed by the Treasurer and either the Chair or the Vice Chair of the Council.

#### **Article VIII. Meetings**

**Section 1.** All meetings of the Council shall be open meetings. Input from members the community will be welcome. The Chair may rule that in the interest

of completing the agenda a Council meeting may be closed to input from non-council members subject to approval of a majority of the Council.

**Article IX. Amendments**

**Section 1.** These by-laws may be repealed or amended, or new by-laws may be adopted, by a majority vote at any. Annual Community Meeting.