

BYLAWS OF SOUTH SALEM NEIGHBORHOOD ASSOCIATION

ARTICLE I: NAME AND GEOGRAPHIC IDENTIFICATION

SECTION 1: NAME

The name of this association shall be the South Salem Neighborhood Association.

SECTION 2: GEOGRAPHIC IDENTIFICATION

All of the area within the boundaries formed by a line beginning at the railroad tracks where it meets the southern boundary of Fairmount Overlook Park; thence east along the southern boundary of Fairmount Overlook Park to the northern boundary of City View Cemetery and Pioneer Cemetery along that boundary to the centerline of Commercial Street S; thence south along the centerline of Commercial to its intersection with the centerline of Liberty Road S; thence south along the centerline of Liberty Road S to its intersection with the centerline of Browning Avenue S; thence west along the centerline of Browning Avenue S and an imaginary extension of that centerline to its intersection with the eastern boundary of the Croisan Neighborhood Association; thence north along that boundary to the centerline of River Road S, thence southwesterly on River Road S. to Croisan Creek Road S, thence west to the point where the centerline of Croisan Creek Road S if extended would intersect with the centerline of the railroad tracks; thence northeasterly along the railroad tracks to the beginning at the southern boundary of Fairmount Overlook Park.

SECTION 3: SUB AREA IDENTIFICATION

- (1) Candalaria: Beginning at the southern border of Fairmount Overlook Park proceed east to the northern boundary of City View Cemetery and along that boundary to the centerline of Commercial; thence south along the centerline of Commercial to its intersection with the centerline of Liberty Road S; thence south along the centerline of Liberty Road S to its intersection with the centerline of Salem Heights Avenue S; thence west along the centerline of Salem Heights Avenue to its intersection with the centerline of Sunridge Drive S; thence north along the centerline of Sunridge Drive S to its intersection with the centerline of Canterbury Drive S and continuing northwest along the centerline of Canterbury Drive S to its intersection with the centerline of Mulberry Drive S; thence north along the centerline of Mulberry Drive S to its intersection with the centerline of Hansen Avenue S; thence east along the centerline of Hansen Avenue S to its intersection with the centerline of Sunridge Drive S; thence north along the centerline of Sunridge Drive S to its intersection with the centerline of Francis Street S; thence east along the centerline of Francis Street S to its intersection with the centerline of Crestview Drive S; thence north along the centerline of Crestview Drive S to its intersection with the centerline of Schurman Drive S; thence west along the centerline of Schurman Drive S to its intersection with the centerline of River Road S; thence northeast along the centerline of River Road S to an imaginary westerly extension of the southern boundary of Fairmount Overlook Park and back to the beginning.
- (2) Laurel Springs: Beginning at the intersection of the centerline of River Road S and an imaginary extension of the southern boundary of Fairmount Overlook Park proceed southwest along that centerline to a point where the centerline of Schurman Drive S, if extended, would intersect with the centerline of River Road S; thence east along that imaginary extension and along the centerline of Schurman Drive S to its intersection with the centerline of Crestview Drive S; thence south along the centerline of Crestview Drive S to its intersection with the centerline of Francis Street S; thence west along the centerline of Francis Street S to its intersection with the centerline of Sunridge Drive S; thence south along the centerline of Sunridge Drive S to its intersection with the centerline of

Hansen Avenue S; thence west along the centerline of Hansen Avenue S to its intersection with the centerline of Mulberry Drive S; thence south along the centerline of Mulberry Drive S to its intersection with the centerline of Canterbury Drive S; thence south along the centerline of Canterbury Drive S to its intersection with the centerline of Sunridge Drive S; thence south along the centerline of Sunridge Drive S to its intersection with the centerline of Chandler Drive S; thence east along the centerline of Chandler Drive S to its intersection with the centerline of Biegler Lane S; thence south along the centerline of Biegler Lane S to its intersection with the centerline of Madrona Avenue S; thence west and south along the centerline of Madrona Avenue S along an imaginary line extending south to the western stub of Luradel Avenue S; thence south along that imaginary line to the southern edge of Luradel Avenue S; thence west along the northern boundary of Belcrest Memorial Cemetery to the northwest corner of the cemetery; thence south along the western boundary of Belcrest Memorial Cemetery to the centerline of Browning Avenue S; thence west along the centerline of Browning Avenue S to the boundary of Croisan Neighborhood Association; thence north along the boundary of Croisan Neighborhood Association to the centerline of River Road S; and northeasterly along the centerline of River Road S back to the beginning.

- (3) Salem Heights: Beginning at the intersection of the centerline of Sunridge Drive S and the centerline of Salem Heights Avenue S, proceed east along the centerline of Salem Heights Avenue S to its intersection with the centerline of Libery Road S; thence south along the centerline of Liberty Road S to its intersection with the centerline of Browning Avenue S; thence west along the centerline of Browning Avenue S to the southwest corner of Belcrest Memorial Cemetery, thence north along the western border of Belcrest Memorial Cemetery to the northwest corner of the cemetery; thence east along the northern border of the Belcrest Memorial Cemetery to the western stub of Luradel Avenue S; thence north along an imaginary line extending from that western stub to the centerline of Madrona Avenue S; thence north and east along the centerline of Madrona Avenue S to its intersection with the centerline of Biegler Lane S; thence north along the centerline of Biegler Lane S. to its intersection with the centerline of Chandler Drive S; thence west along the centerline of Chandler Drive S to its intersection with the centerline of Sunridge Drive S; thence north along the centerline of Sunridge Drive S to its intersection with the centerline of Salem Heights Avenue S and back to the beginning.

SECTION 4: MINTO-BROWN ISLAND PARK

South Salem Neighborhood Association shall share Minto-Brown Island Park as an area of common concern with Central Area Neighborhood Development Organization, Croisan Neighborhood Association, South Central Association of Neighbors and West Salem Community Council. The area encompassing Minto-Brown Island Park shall be defined as the current boundaries established by the Regional Park and Recreation Agency.

ARTICLE II: PURPOSE

SECTION 1: PURPOSE

The purpose of the Association is to promote, coordinate and carry out, in an orderly fashion, all aspects of community planning, in order to protect and enhance the quality of life in the neighborhood, to provide maximum citizen participation in the formation of public policy, and to improve communications between members of the association and the City of Salem and City Council.

SECTION 2.

The Association may formulate and develop plans and proposals with respect to the growth and development of the neighborhood with particular emphasis on land use, zoning, parks, open space, recreation programs, bicycle paths, housing, school and community facilities, school and community programs, and traffic patterns.

SECTION 3.

Goals will be formulated, revised or changed at the annual general membership meeting.

ARTICLE III: MEMBERSHIP

SECTION 1: COMPOSITION

The general membership shall include residents, property owners, or businesses in the neighborhood.

SECTION 2: VOTING

Each general member shall have one vote at any general membership meeting at which that member signs the register. There shall be no proxy voting.

ARTICLE IV: BOARD OF DIRECTORS

SECTION 1: BOARD OF DIRECTORS

The Board of Directors shall consist of a Chair, Vice Chair, Secretary, Neighborhood Watch Chair, Community Services Chair, Land Use Chair, Transportation Chair, and eight (8) elected directors, who shall be members of the Association, and whose terms shall be one (1) year. There shall be two (2) directors from each of three (3) geographical subareas described in Article I, Section 3., and two (2) at-large directors. The officers and two directors shall be elected at large at the annual meeting and then directors from each subarea will be elected by the subarea at the same annual meeting.

SECTION 2: CONDUCT OF BUSINESS

The Board of Directors shall conduct such business and take such action as may be necessary to accomplish the purposes of the Association.

SECTION 3: QUORUM

Seven (7) members of the Board of Directors shall constitute a quorum for the transaction of business. Officers shall be voting members of the Board and shall be counted in establishing a quorum.

SECTION 4: COMMITTEES

The nine (9) elected subarea directors shall serve as a member of one of the three standing committees established in Article VIII. The chairman shall appoint the directors to the committees with geographical balance between the three neighborhood subareas.

SECTION 5: VACANCIES

If a Board member has two or more unexcused absences in a given year, this would constitute a vacancy. This and all other vacancies shall be filled by the Board of Directors.

ARTICLE V: CHANGE OF BYLAWS

Upon at least ten (10) but no more than twenty (20) days written notice to the general membership, the Bylaws may be changed by a two-thirds majority vote of the qualified voting members present at a general meeting called for that purpose.

ARTICLE VI: OFFICERS

SECTION 1: OFFICERS

The officers of the Association shall be a Chair, Vice Chair, and Secretary.

SECTION 2: ELECTION OF OFFICERS

The officers shall be elected at the annual meeting of the Association by a majority of those present at the annual meeting. The officers shall serve for one (1) year.

SECTION 3: DUTIES OF OFFICERS

- (1) **Chair:** Responsible for the overall leadership of the Board of Directors including the following: Shall preside over all meetings of the general membership and meetings of the Board of Directors, and shall have general supervisory powers over the activities of the Association. The Chair shall be the primary representative of the Association for the City Council and with the City of Salem.
- (2) **Vice Chair:** Assists the chair. In the absence of the chair, the vice chair conducts the meetings and exercises all the usual duties of the chair.
- (3) **Secretary:** Shall record the minutes of the meetings of the Board of Directors and forward them to the neighborhood counselor with attendance lists for official distribution to the Board.

ARTICLE VII: MEETINGS

SECTION 1: ANNUAL MEETING OF THE MEMBERSHIP

Upon written notice of at least ten (10) days but no more than twenty (20) days, an annual meeting of the general membership shall be held in the fall of each year. It shall be held at a time and place specified by the Board of Directors.

SECTION 2: SPECIAL MEETINGS OF THE GENERAL MEMBERSHIP

Upon notice of at least seven (7) days, but no more than twenty (20) days, a special meeting of the general membership may be called at times deemed necessary by a majority of the Board of Directors for whatever purpose the Board of Directors deems necessary. A special meeting of the general membership shall be called by the Board of Directors whenever the Board is presented with a petition of twenty (20) members of the Association. Such petition shall state the purpose of such meetings.

SECTION 3: VOTING AT GENERAL MEETINGS

A quorum at a general membership meeting shall consist of those members present. A simple majority of those present shall be sufficient to carry an action. Each member shall be entitled to one (1) vote. There will be no voting by proxy.

SECTION 4: MEETINGS OF THE BOARD OF DIRECTORS

The Board of Directors shall meet at least quarterly, at such times and places as set by the Chair. The Vice Chair shall notify each of the Board members at least five (5) days in advance of the time and place of the meeting.

SECTION 5: CONDUCTING OF MEETINGS

All meetings of this Association shall be conducted in accordance with Robert's Rules of Order, Newly Revised. The Chair shall preside over all meetings. In his/her absence the Vice Chair shall preside. In the absence of the Chair and Vice Chair, the Secretary shall preside.

ARTICLE VIII: COMMITTEES

SECTION 1: STANDING COMMITTEES

- (1) There shall be four standing committees of the Association - Community Services, Land Use, Transportation, and Neighborhood Watch. The chair shall serve for one year and be elected at large at the Association's annual meeting. Committee chairs are members of the Board for purposes of establishing a quorum and conducting Association business.
- (2) The committees shall be responsible for coordination of activities and programs, for research and review of issues and proposals, and for recommending actions to be taken by the Board in areas of responsibility assigned to the committee. Committee responsibilities and authorities shall be documented and part of the operating procedures of the Association.

SECTION 2: CREATION OF AD HOC COMMITTEES

In order to carry out the work of the Association, committees may be created by a majority vote of the Board members present at the Board of Directors' meeting. The size of the committee shall be determined by the Board. The chair and secretary shall be appointed by the committee.

SECTION 3: MEMBERSHIP

Committee membership shall consist of Association members interested in serving on a particular committee.

SECTION 4: AUTHORITY

The committee shall work at the pleasure of the Board of Directors, and shall report directly to the Board of Directors.

SECTION 5: MINUTES

The secretary of the committee shall record the minutes and forward them to the Board of Directors.

Adopted
: February 1981
Amended: February 1995,
November 1999