

Northeast Neighbors Bylaws

Article I: Name and Purpose

Section 1.1: Name

The name of this organization shall be Northeast Neighbors.

Section 1.2: Purpose

The purpose of Northeast Neighbors is described in the Article III of the Northeast Neighbors Charter: <https://www.neneugene.org/resources>

Article II: Membership

Membership eligibility and rights are described in Article IV of the Northeast Neighbors Charter: <https://www.neneugene.org/resources>

Article III: Officers and Board

Section 3.1: Officers

The officers of Northeast Neighbors shall be:

- President
- Vice President
- Treasurer
- Webmaster
- Secretary

Section 3.2: Board

The Board shall consist of the officers and additional members elected by the membership, e.g., Ward 4 and Ward 5 Representatives and Members-At-Large.

Section 3.3: Duties of Officers and Board

The duties of the officers and Board shall be as follows:

- President: Preside over meetings, appoint committees, and represent the organization.
- Vice President: Perform the duties of the President in their absence or incapacity, and assist the President in the performance of their duties and responsibilities.
- Treasurer: Manage the organization's finances and prepare financial reports.
- Webmaster: Manage the organization's web and community-wide email presence.
- Secretary: Keep records of meetings and prepare reports.
- Board: Make decisions on behalf of the organization, oversee the activities of the officers, and develop and implement policies.

Section 3.4: Addition of Board Members

- The Board may, by a majority vote, increase the number of Board members.
- Board officers shall be elected as described in Article VI, Section 1, of the Northeast Neighbors Charter: <https://www.neneugene.org/resources>

Section 3.5: Vacancies and Removal

- A vacancy on the Board may occur by reason of death, resignation, removal, or disqualification.
- The remaining Board members shall have the power to fill any vacancy on the Board.
- A member appointed to fill a vacancy shall serve for the unexpired term of the member whose vacancy they fill.

- A Board member elected by the members may be removed from office for cause by a majority vote of the remaining Board members at a meeting called specifically for that purpose.
- "Cause" shall include, but not be limited to, failure to attend three consecutive Board meetings without a valid excuse, violation of NeN's bylaws, or conduct detrimental to NeN's interests.

Section 3.6: Term Limits

The term for a Board member shall be three years. Board members may serve up to three consecutive terms. Shorter terms may be determined by the Board.

The term for a Board officer shall be one year.

Article IV: Meetings

Section 4.1: General Membership Meetings

Scheduling, frequency, and communication of general membership meetings are described in the Northeast Neighbors Charter, Article V, Sections 1 and 5:

<https://www.neneugene.org/resources>

Section 4.2: Annual Meeting

An annual meeting of the membership shall be held to elect officers and conduct other business.

Section 4.3: Board Meetings

Board meetings shall be held once a month. Exceptions shall be made by Board consensus.

Section 4.4: Quorum

A general membership meeting quorum shall be the number of members in attendance.

A board meeting quorum shall consist of fifty percent (50%) of the board members.

Section 4.5: Procedures

NeN shall follow the Democratic Rules of Order in all areas not covered by the bylaws.

Article V: Finances

Section 5.1: Budget

An annual budget shall be prepared and approved by the Board.

Section 5.2: Financial Records

The Treasurer shall maintain accurate financial records in accordance with generally accepted accounting principles.

Section 5.3: Allocation of Funds

Funds provided by the City of Eugene shall be allocated as determined by a majority vote of the Board.

Funds obtained outside of those provided by the City of Eugene shall be approved and allocated as determined by a majority vote of the Board.

Section 5.4: Dissolution of the Organization

Section 5.4.1: Authorization

Northeast Neighbors may be dissolved by an affirmative vote of a majority of members present at a special meeting called for that purpose.

Section 5.4.2: Distribution of Assets

Upon dissolution of Northeast Neighbors, the Board shall, after paying or making provisions for payment of all liabilities of Northeast Neighbors, dispose of all assets exclusively for the purpose of Northeast Neighbors in such manner, or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall qualify as an exempt organization or organizations under Section 501(c)3 of the Internal Revenue Code (or corresponding section of any future Federal tax code), as the Board shall determine.

Section 5.4.3: Prohibition of Private Benefit

No portion of the net earnings or assets of Northeast Neighbors shall inure to the benefit of, or be distributed to, its members, Board members, Board officers, or other private persons upon dissolution.

Article VI: Amendments

Section 6.1: Amendment Process

These bylaws may be amended by a majority vote of the membership at a general membership meeting.

Certification

We, the undersigned, certify that we are the presently elected and acting Secretary and President, respectively, of Northeast Neighbors, and the above bylaws, consisting of 6 pages, are the bylaws of this organization as adopted by the members of Northeast Neighbors on the [day] day of [month], 2025.

Signature:

[name & title]

Date:

Signature:

[name & title]

Date:

Document Revisions:

- *First draft - 7 November 2024*
- *Replaced “association” with “organization” - 11 November 2024*
- *Replaced “chair” with “president” - 11 November 2024*
- *Approved at NeN General Meeting by attendees - 3 June 2025*
- *Finalized bylaws - 4 June 2025*
- *Draft revision - 7 October 2025*
 - *Corrected URLs to reflect correct address for charter*
 - *Added dissolution section*
- *Revisions accepted and comments removed - 4 November 2025*