

BY-LAWS
PESHASTIN COMMUNITY COUNCIL
CHELAN COUNTY, WASHINGTON

PREAMBLE

In order to enhance the quality of life in the Peshastin area of Washington State, we the people of Peshastin do enter into an association of cooperation and trust, and agree to allow representatives from the area to speak on our behalf for the overall well being of the community.

Article I: NAME

The name of the organization shall be known as the Peshastin Community Council.

Article II: PURPOSE

The purpose of the Peshastin Community Council shall be:

1. To represent the concerns of the citizens of the Peshastin area (as defined on the attached map).
2. To act as a forum for exchange of ideas affecting the Peshastin area.
3. To provide a means of local coordination between groups and agencies on matters affecting the community.
4. To advise private developers and governmental agencies of community concerns on actions, approvals, recommendations, and permits affecting private and public development and projects within the community.
5. To maintain close communications with the Chelan County Board of Commissioners for the exchange of ideas, opinions and services.
6. To make recommendations, on behalf of the community, when it is deemed appropriate.
7. To aid in the planning, coordination and production of civic projects, events and activities.

Article III: AUTHORITY

The Council shall have no legal authority to impose binding conditions, contracts or requirements on matters that come before it, but may issue advisory opinions.

Article IV: FINANCES

1. Members of the Community Council shall serve without salary or compensation.
2. The Council does not have borrowing authority, but may solicit funds and donations.
3. The Council may hold and distribute funds. Distribution of all funds shall be approved by a majority vote of the Council.

Article V: MEMBERSHIP AND ELECTIONS

1. All candidates for election to, and members of, the Peshastin Community Council must be 18 years of age or older and residents of the Peshastin area outlined on the attached map. Residency may be verified by information printed on a valid Washington State

- Driver's License, State ID, rentor's agreement, mortgage payment coupon or other document.
2. Residents of the Peshastin area (as defined and verified above) 18 years of age and over, shall elect seven members of the community to represent them on the Peshastin Community Council. Each member shall be elected AT LARGE and shall serve a six-year term beginning on January 1 of the year following their election. The term shall end on the last day of December six years after their election.
 3. At the first meeting of the Council immediately following the approval of these amended By-laws, the existing Council shall, for the purpose of staggering terms, divide itself into three blocs, two of two members and one of three members. The seats of one bloc shall be vacated on December 31, 2010, the second bloc on December 31, 2012, and the third bloc on December 31, 2014. Prior to each expiration date, one bloc of the Council shall be newly elected.
 4. Elections shall occur at a November Council meeting (Election Council Meeting) in years ending in an even number, and only votes cast at that meeting will be counted.
 5. Elections shall not be a ballot issue of any official county or state ballot.
 6. At least three months prior to any election, the Secretary shall prepare a news release advertising Council positions open for election. Said news release will be submitted and posted to the same forums as all other Council notices (See Article VIII, section 10, below.).
 7. At least one month prior to an election, and no later than the October Regular meeting of the Council, all persons seeking election or re-election to a position on the Community Council shall submit a Petition of Candidacy containing the printed names, signatures, addresses of residency, valid working telephone numbers, and driver' license or state ID numbers of at least ten Peshastin area residents to the Secretary of the Council.
 8. After verifying Petitions of Candidacy, the Secretary shall prepare a news release and ballot of all those seeking positions on the Council. At least two weeks prior to the Election Council Meeting, the names of each candidate and the location, date and time of the meeting shall be submitted and posted to the same forums as all other Council notices.
 9. The Secretary shall prepare the official election ballots, shall see that they are made available to all Peshastin residents attending Election Council Meetings, and shall see that counting and tabulating is completed in a fair and impartial manner. The Secretary shall also be responsible for posting election results no later than seven days following the election.
 10. Voters will cast votes for the number of vacancies available (If two vacancies, two votes. If one vacancy, one vote.). Candidates with the highest number of votes for the available positions will be elected to the Council (IE. Four candidates, two available seats, top two vote getters shall be elected.). In the event of a tie, a tie-breaker vote will be taken at the same meeting.
 11. If only one name is received for each or any available seat on the Council, the candidate(s) shall be considered elected and placed on the Council without the need of an election.
 12. If no candidate names are received for a position open for election, the existing members of the Council may appoint someone, by majority vote of its existing membership, to fill the position for a full term.

13. Vacancies in Council membership created by circumstances other than expiration of term of office shall be filled by appointment decided by a vote of a majority of the existing Council members. Any member appointed by the Council to fill a vacancy shall serve until expiration of the vacated term.

Article VI: OFFICERS

1. The officers of the Council shall be:
 - a. Chair: The Chair shall preside over all meetings and shall be the official spokesman of the Council. The Chair shall be responsible for establishing the agenda of meetings, after consultation with other Council members.
 - b. Vice Chair: The Vice Chair shall serve in the absence of the Chair. Should the office of Chair become vacant, the Vice Chair shall become Chair.
 - c. Secretary: The Secretary shall see that minutes of all Council meetings are recorded, that all correspondence and communication directed by the Council be expedited, and shall be responsible for preparing and submitting all notices from the Council for public release.
 - d. Treasurer: It shall be the duty of the Treasurer to receive, disburse and manage all funds of the Peshastin Community Council and to make regular financial reports to the Council.
2. All officers shall be nominated and elected by the Council from within its membership at the first Regular meeting of each calendar year and shall serve for a period of one year.

Article VII: CONDUCT AND COMMITMENT

1. All members of the Peshastin Community Council shall seek to be fair and impartial.
2. Should a matter come before the Council that may affect a Council member, or member of their immediate family, in such a way as to pose a possible conflict of interest, the member shall disclose the relationship and may be asked to recuse themselves from any decision on the matter.
3. Council members who are absent from two consecutive Regular meetings, without prior notice, shall be notified by mail that if they fail to attend a third they may be removed from the Council.

Article VIII: MEETINGS

1. All meetings shall be open to the public.
2. A majority of the seated Council members shall constitute a quorum. All Council meetings shall require a quorum to take actions.
3. Regular meetings of the Peshastin Community Council shall be held at least nine times a year and should occur on the same day of each calendar month unless decided in advance at a prior Council meeting. Time and location of each Regular meeting should be consistent, whenever possible, to encourage public attendance.
4. Special meetings may be called by a majority of the seated Council members. The purpose of a special meeting will be stated in advance, and only that purpose will be addressed at the meeting. Minutes shall be read at the next Regular meeting.

5. Emergency meetings may be called by the Chair or a majority of Council members. The purpose of an emergency meeting will be stated in advance, and only that purpose will be addressed at the meeting. Minutes shall be read at the next Regular meeting.
6. Roberts Rules of Order, current edition, shall govern all meetings.
7. Time for public comment and discussion shall be included in all meeting agendas.
8. Participation in all votes, other than elections for Council membership and amendments to Council By-Laws, conducted during a meeting shall be by Peshastin Community Council members only.
9. Minutes of each meeting shall be made available to the public or County upon request.
10. Notices of all meetings:
 - a) Shall include the time and place where the meeting will be held.
 - b) Shall be placed on public information boards, such as those on the community web site and at the Peshastin Post Office, and sent to the local media via a press release.
 - c) Regular meetings should be announced at least two weeks before the date of the meeting. Meetings that occur on the basis of a consistent schedule, may be posted annually.
 - d) Special meetings must be announced at least two weeks in advance, along with a purpose and agenda.
 - e) Emergency meetings must be announced to all Council members and the public at least 24 hours in advance.
11. Postponement or cancellation of a Regular or Special meeting shall be decided by a majority vote of the seated Council members and shall require a minimum of seven days notice to the public.

Article IX: RECALL

1. Recall of any Council member may be initiated by any resident of the Peshastin area, 18 years of age or older, by submitting a Petition of Recall to the Secretary. The petition must be signed by at least 55 residents of the Peshastin area 18 years of age or older, shall show the same information about the signers as required on a Petition of Candidacy and shall clearly state the specific reason or reasons the recall of the Council member is being sought.
2. The Secretary will present the petition to the members of the Council at a Regular meeting. After reading the petition into the Council meeting minutes, the Council shall arrange a Special meeting, announced to the public as outlined above, and a vote of the public attending that meeting will determine whether the Council member will be recalled from their position.
3. Prior to any vote, the Council member against whom the recall is being sought shall have ample time to fairly state their case as to why they should not be recalled.
4. If a Council member is recalled, the seat will be filled according to Article V, section 12 above.

Article X: CHANGES AND OTHER ARTICLES

1. Once ratified by the citizens of Peshastin, changes and amendments to these By-Laws must be approved by a majority vote of all attendees at a Special meeting, with notice given to the public as described above, and listing all proposed amendments.

2. The map of Peshastin attached to these By-Laws shows the geographic area represented by the Community Council. The map was created along the historical boundaries of properties where people are believed to have regarded themselves to be a part of the Peshastin Community, as well as considering the area of the population where issues of common concern might exist. Property owners with land that abuts the current boundary of the Peshastin area may petition the Community Council to change the map to either have their property included or removed from the area.
 - a. A petition to change the Peshastin area boundary shall clearly describe the property to be included or removed, shall state the reason for such and be signed by the property owner.
 - b. The petition shall be presented at a regular Council meeting and may be discussed at that time. The council members will vote on the petition at the following regular meeting.