

**RESOLUTION NO. 2 FOR 2006**

**A RESOLUTION AMENDING THE BYLAWS FOR THE SWEET HOME YOUTH ADVISORY COUNCIL.**

WHEREAS, the Sweet Home Youth Advisory Council in accordance with its current bylaws, has requested a change to the existing bylaws; and

WHEREAS, the Youth Advisory Council believes these changes will affect further participation by the youth of the Sweet Home Community; and

WHEREAS, full and diverse representation and participation in the Youth Advisory Council is a desired goal of the City of Sweet Home.

NOW, THEREFORE, BE IT RESOLVED that the Sweet Home City Council hereby amends the Bylaws of the Sweet Home Youth Advisory Council and adopts the amended Bylaws as attached.

This Resolution amends Resolution No. 2 for 2004, and shall be effective immediately upon its passage.

PASSED by the Council and approved by the Mayor this 10<sup>th</sup> day of January 2006.

  
\_\_\_\_\_  
Mayor

ATTEST:

  
\_\_\_\_\_  
City Manager – Ex Officio City Recorder



## CITY OF SWEET HOME YOUTH ADVISORY COUNCIL BYLAWS

Adopted March 9, 2004  
Amended January 10, 2006

The purpose of the Sweet Home Youth Advisory Council:

- Advise the Sweet Home City Council on issues that affect youth in our community
- Provide the primary communication link for youth to government, business and the entire community on a variety of subjects and opportunities
- Identify and advocate the needs of youth in our community
- Identify and carry out events and activities for the community which are important to youth

Areas of interest that have been identified by the Council include:

- Youth and government communicating and working together
- Youth learning about government on a first-hand basis
- Joint meeting with the City Council, the School Board, the Chamber of Commerce, Service Clubs and Religious Groups
- Joint events between youth, the City and other organizations in the community
- Opportunities for community service

### 1. **Principles:**

#### a. We:

- i. Are strongly committed to our purpose and goals
- ii. Represent a variety of youth perspectives
- iii. Reach the community through our actions and our actions are directly related to what is important to youth
- iv. Are a catalyst, bringing together youth and adults to create a better community for everyone
- v. Are leaders

#### b. We believe:

- i. Everyone in the community deserves to be heard and respected
- ii. Youth have a responsibility for making decisions which affect them and their community
- iii. Youth can make a difference
- iv. Our work must make an impact in the community

#### c. We will:

- i. Actively seek to engage youth in our work
- ii. Strive to raise community awareness of youth issues
- iii. Advocate youth participation in the community
- iv. Represent youth by their strengths rather than their struggles
- v. Advocate for youth and their concerns

**2. Structure:**

a. The Sweet Home Youth Advisory Council shall consist of 11 members as follows:

Sweet Home High School	54 Youth as follows:
1 Senior, 1 Junior, 1 Sophomore, 1 Freshman	
Sweet Home Junior High School	32 Youth as follows
1 Seventh Grade, 1 Eighth Grade	
<del>Sweet Home School District Elementary Schools</del>	<del>2 Youth as follows:</del>
<del>    2 Sixth Grade</del>	
<del>East Linn Christian Academy</del>	<del>1 Youth as follows</del>
<del>    1 Grades 6 -12</del>	
<del>Home School</del>	<del>1 Youth as follows:</del>
<del>    1 Aged 12 -19</del>	
At Large Youth	34 Youth as follows:
1 Aged 12 - 19	

**11 Youth Total**

b. The YAC shall select at the first regular YAC meeting each year the following officers:

i. Chair

1. Facilitate regular meetings
2. Set and prepare regular meeting agendas

ii. Vice Chair

1. In the absence of the Chair, facilitate regular and special meetings
2. In the absence of the Chair, set and prepare regular and special meeting agendas

iii. Secretary

1. Maintain all contact lists
2. Publish event schedules, announcements and reminders
3. Provide Public relations, publicity and other YAC information
4. Maintain member attendance records for all meetings
5. Assure that decisions made and issues raised at regular meetings are documented and disseminated to the correct officer or committee

iii. Activities Coordinator

1. Coordinate activity and event committees
2. Appoint and oversee activity committee chairs
3. Provide for committee reports
4. Establish ad hoc committees as needed

iv. Treasurer

1. Maintain financial records and report financial status to the Council

c. The YAC year shall begin September 1 and run until August 31

i. Regular meetings shall occur semi-monthly on the first and third

Thursdays from 6:30 – ~~98~~:00 PM

ii Meetings will be held in City of Sweet Home City Hall Annex or other location as determined by the YAC

**3. Election of Officers and Members:**

- a. The Council shall elect the officers from the current YAC members at the first regular meeting in September for the coming year
  - i. YAC members wishing to be considered for officers shall note that in their applications
  - ii. Members may make presentations to the Council at the election meeting of up to 3 minutes in length
  - iii. Each of the members present shall vote for each of the officer's' position
  - iv. The officers shall take their respective positions at the first regular meeting in September
- b. Applications for YAC membership shall be made available during the first week in April
  - i. Applications shall be made on the YAC application
  - ii. Any officer can be removed by 4/5 vote of the YAC
- c. Applications shall be submitted to the City Manager by the last week in May
  - i. If a vacancy occurs mid term, the YAC Board and City Council shall appoint a member to fill the vacancy

**4. Attendance Requirements:**

- a. After the first regular meeting in September members are required to maintain a 60% attendance record at regular YAC meetings, as calculated from the first regular meeting
- b. Pre-arranged absences do not count against members; however, they must notify the Secretary and or Chair/Vice Chair in advance
- c. If a member's attendance record drops below 60% for two consecutive months, that position shall become vacant
- d. If a member misses over one-half of a meeting, they are late
- e. Excused absences prior to the meeting will not be counted as absent

**5. Rules of Procedure:**

- a. Regular Meetings shall use basic Parliamentary procedure
  - i. Members shall respect and encourage various points of view and all members of the YAC will have an equal voice and vote
  - ii. Members shall seek consensus on issues whenever practicable

- b. A quorum of over 50% of the appointed YAC members shall be present in order for the Council to pass motions.
- c. A motion requires a proper second, and discussion to the motion must be allowed prior to the vote
  - i. A majority of "yes" votes cast by YAC members present, constituting a quorum, shall be required in order to pass a motion
- d. There shall be roll-call votes on all financial issues
- e. A member may move for a roll-call vote at any time
  - i. The motion for roll-call or vote requires an immediate vote without a second or discussion
  - ii. Discussion on the original motion continues
- f. A member may move to table an issue to a date certain at any time
  - i. The motion to table requires an immediate vote without a second or discussion
  - ii. If the motion to table is successful, discussion on the original motion shall wait until the date certain
- g. A member may call the question on a motion at any time
  - i. The call requires an immediate vote without a second or discussion, and if successful, then the original motion requires an immediate vote without further discussion
- h. A special meeting of the YAC may be called by either Chair/Vice Chair or a majority of the YAC membership with 4 days' notice
  - i. The Secretary shall be notified within 4 days of the special meeting date
  - ii. The Secretary shall notify all available members within 3 days of the special meeting date
  - iii. The YAC membership may dispense with the notice rules with a motion passed by 2/3 majority of the membership
- i. Regular YAC meetings are open to the general youth of the community; however, guests will not have a vote
- j. A committee is to be formed the last week of March on every even numbered year to review and revise the Bylaws
  - i. The Bylaws may be ratified at any time by the YAC by a 4/5 vote