

Grant Creek Neighborhood Council Bylaws

(As Amended April 15, 2008)

(Adopted by C.C. May 5, 2008)

Preamble

The Grant Creek area is unique to the greater Missoula Valley. It is highly rural in nature and split between City and County residents. It is home to a large working cattle ranch and the National Wildlife Federation nature wildlife reserve and the headquarters of the Rocky Mountain Elk Foundation. It is bordered to the north by national forest land and by the Rattlesnake Wilderness. It is served by only one roadway which also provides the only access to the Snow Bowl Ski Area.

Membership, Elections and Vacancies

All residents, both City and County, in the Grant Creek valley, including those whose property is accessed from Grant Creek Road, and all businesses between Broadway and Interstate 90 along the Reserve Street Corridor are members of the Grant Creek Neighborhood Council and are eligible to vote at meetings on all issues that come before the Council, except budget decisions relative to City funds and advice to City government shall be determined by vote of City residents and businesses only. Businesses, churches, schools, neighborhood organizations, and other entities within the neighborhood are eligible to designate a representative to attend meetings but only residents of the Neighborhood Council are eligible to vote on issues that come before the Council.

Decisions shall be made by consensus (general agreement) or by a majority vote of those voting when consensus cannot be reached. These votes shall be recorded as city residents for and county residents for as opposed to city residents against and county residents against. Those members who disagree with the advice given to City government shall have a reasonable opportunity to produce a minority report. If such a minority report is produced, it shall accompany the advice submitted to the City government. Decisions regarding budget proposals, selection of leadership team members, election of Community Forum representatives and advice to the City government shall be made at a Council meeting.

The Grant Creek Neighborhood Council Leadership Team will strive to be comprised of a representative of each neighborhood association within the Grant Creek valley (preferably an officer or member of the Board of Directors), a representative from a geographical area not covered by an association, a representative from each condominium/apartment development, a business representative, and up to two members at large. Leadership Team candidates may nominate themselves from the floor or be nominated by others. The Leadership Team shall be affirmed by a majority vote of those voting. The Leadership Team should reflect the diversity of their neighborhoods in both age and gender.

A Community Forum representative and an alternate shall be nominated and affirmed by a majority vote of the Council. The Community Forum representative and alternate must be City residents in order to vote on the Community Forum, and attend the monthly Community Forum meetings as the representative of the Grant Creek Neighborhood Council. If not otherwise elected as a Leadership Team member, the Community Forum representative will also serve as a member of the Team.

The Leadership Team shall establish a standing nominating committee whose function shall be to identify and recruit future Leadership Team candidates. Terms shall be 2 years in duration. Leadership Team members are limited to 2 consecutive 2 year terms unless otherwise approved by a majority vote of the Council. If a vacancy occurs on the Leadership Team or Community Forum representatives, the Leadership Team may name a replacement to serve until the next regularly scheduled General Meeting or elections, when a new representative will be elected.

Notification of Elections

Notification of pending elections shall be given at least 15 days prior to the scheduled elections. Notification shall be carried out either by direct mail, e-mail, postings in the district, leaflets, notification in the newspaper, posting on the City website, or a combination of the above. Notification shall include the time and place for all elections as well as information on the nomination procedure for Leadership Team candidates.

Duties of Officers

The Leadership Team may designate team members as Chairperson or Co-Chairpersons, Secretary, Treasurer, Parliamentarian and Sergeant-at-Arms. The Leadership Team will meet at least 4 times per year. The Leadership Team shall divide the following duties among themselves:

1. Set up, host and preside at Neighborhood Council meetings
2. Set up meeting agendas and file them with the Missoula City Clerk
3. Take attendance at the Neighborhood Council meetings
4. Record meetings and file these minutes with the Missoula City Clerk
5. Report to the Community Forum
6. Report to the City Council
7. Submit Minority Reports
8. Account for and report expenses and income relating to city funds in accordance with City fiscal policy
9. Set up and maintain a communication system
10. Edit, publish and distribute a newsletter
11. Coordinate volunteers
12. Select members of the Nominating Committee

Meetings

A regular meeting of the Grant Creek Neighborhood Council shall be held once a year. Additional meetings may be called by the Leadership Team by consensus, by majority vote, or by a petition of at least 25 residents. At least 2 days notice with posted agenda must be given for any full Council meeting. Meetings shall be conducted in an open manner. When necessary a 3- minute rule limiting debate may be initiated to expedite Council proceedings. In the event of unruly or otherwise unproductive behavior during the Neighborhood Council meetings, Robert's Rules of Order shall be followed. Neighborhood Council meetings shall be open to the public and are subject to the provisions of the Montana Open Meeting and Public Participation laws. Meeting agendas and minutes will be filed with the City Clerk in a timely manner.

Committees

Committees of the Neighborhood Council shall be formed by the Leadership Team as needed. These may take the form of standing committees of permanent duration or ad hoc committees focused on a specific issue. Committee recommendations must be submitted to the Council for approval before action can be taken. Membership on committees shall be open to all members of the Neighborhood Council. Committee members must have attended a previous committee meeting that discussed the issue in order to be eligible to vote on Committee recommendations. Committee recommendations are passed in committee by simple majority.

Expenditures

All expenditures shall be made with the approval of at least 2 members of the Leadership Team. All expenditures of City funds must be done in accordance with City fiscal requirements.

Amendments

Proposed amendments to the bylaws shall be presented for discussion at a regular meeting of the Neighborhood Council and must be available in written form at least 15 days prior to the Neighborhood Council meeting at which they are voted on. A majority vote of those voting is required to adopt any amendment to these bylaws.