

Cooper Neighborhood Community Emergency Response Team

CPR-CERT (short)"

106 Eunice Ave. Mountain View, CA 94040

Tax Id #: 45-5582162

By-Laws of the Cooper Neighborhood Community Emergency Response Team
(CPR-CERT)

Article I - Purpose

1. The purpose of the CPR-CERT is to promote and advance disaster preparedness to the CPR neighborhood. The CPR-CERT is a core group of neighborhood volunteers and trained individuals who have received CERT training through the City of Mountain View. The CPR-CERT provides basic survival skills and mutual aid within the CPR neighborhood when a disaster strikes and all emergency services are unavailable. The CPR neighborhood is bounded by Grant Road (including Stratford Court), Sleeper Avenue and cul de sacs, Stevens Creek and Levin Ave (April Ln)

Article II - Membership

1. CPR-CERT membership is open to all residents and non-resident homeowners of the Cooper Neighborhood. Voting privileges are for those members who are at least eighteen years of age.

2. No dues will be collected for membership in CPR-CERT.

Article - III - Organizational Structure

1. The organizational structure of the CPR-CERT is called the Steering Committee.

2. The Steering Committee consists of 6 officers, the President, Vice President, Vice President of Communications, Treasurer, Secretary and one at-large member of CPR-CERT.

3. The President or Vice President shall preside at all meetings and serve as a delegate to other organizations outside of CPR-CERT. If this is not possible, the President or Vice President may appoint another member of the organization for this purpose. The Vice President Communications will serve as Ham Operator for the organization.

4. The Treasurer's responsibility is to provide an accounting of in kind donations and all expenditures and funds received. This accounting will be reported annually to the CPR-CERT members.

5. The Secretary's responsibility is to keep minutes of the monthly meetings and post them to the membership by whatever current method is being used. Additional responsibilities are to be performed as are incident to the office.

Article IV - Election of Officers

1. One annual meeting of all members will be scheduled by the Steering Committee for the purpose of electing Steering Committee officers.

2. Officers will be elected by majority vote of those members in attendance of this annual meeting.

3. Officers will serve a one-year term and may serve additional terms if elected by the membership.

4. Steering Committee member vacancies that arise prior to an annual meeting may be filled by an appointment by the president or in absence of the President, the Vice President which will be valid only to the remainder of the unexpired term.

Article V - Finances

1. The CPR-CERT may seek funds and accept donations in order to fulfill the stated purpose of the organization. Checks should be made out to CPR-CERT".

2. The CPR-CERT will hold all funds in a checking or savings account or in CD's in the CPR-CERT name at a federally insured banking institution.

3. The Steering Committee will have the discretion to authorize expenditures consistent with the purpose of CPR -CERT. All determination of funds to be expended will be by majority vote of the Steering Committee so long as a quorum is met. A quorum is defined as a majority of the members of the Steering Committee.

4. Expenditures (i.e. check writing or account withdrawals) will require the signature of the Treasurer and must be countersigned by the President or in absence of the President, the Vice President.

Article VI - Meetings

1. Regular meetings will occur monthly or at the discretion of the Steering Committee and will be announced by whatever current method is being used.

Article VII - Amendments

1. New By-Laws may be adopted, or these By-Laws may be supplemented, amended, or repealed by a majority vote of the CPR-CERT membership.