

SOUTH GILLIAM COUNTY HEALTH DISTRICT

BYLAWS

ARTICLE I – NAME

The name of this entity is the South Gilliam County Health District (hereinafter called the District). The governing board shall be the Board of Directors (hereinafter called the Board).

ARTICLE II – OFFICE

The district owns the building from which the South Gilliam Health Center operates. The building is located at 422 N Main Street, Condon, Oregon. The district's mailing address is P.O. Box 597 Condon, Oregon, 97823.

ARTICLE III – PURPOSE

The mission of the South Gilliam County Health District board is to provide a fully staffed health clinic that encourages the wellness of our community. The board will also support and advocate for comprehensive local health services including dental, mental health, pharmacy, assisted living, hospice, emergency management, and ambulance services including the education and training that is involved in providing these services.

ARTICLE IV – ORGANIZATION

The District is organized under and according to Oregon Revised Statutes 440.305 to 440.410 that are made a part of these by-laws.

ARTICLE V – BOARD OF DIRECTORS

Section 1. Members

The Board shall consist of five members elected at large from within the District boundaries. The Director positions shall be Position 1, Position 2, Position 3, Position 4, and Position 5.

Section 2. Terms

The members of the Board shall be elected for terms of four (4) years, except for the first elected board, which shall hold staggered terms of office as provided by law.

Section 3. Meetings

The Board shall hold at least one regular meeting each month at a place, day, and time as established by the Board. Special meetings may be called by the Chair or any three (3) board members as deemed necessary to conduct business or deal with urgent matters.

All meetings will be in compliance with Oregon Open Meetings laws.

Section 4.

A. Officers

The officers of the Board shall be Chairman, Vice-Chairman elected by the Board from its members. Terms of office shall be for one year commencing on July 1 and ending on June 30. The Vice-Chairman shall preside in absence of the Chair.

B. Committees

Committees shall consist of at least one member of the Board and any number and makeup of others as determined appropriate by the Board.

Standing committees and special committees shall be appointed by the Chair, with consent of the Board, as deemed necessary to carry out the duties of the Board. Such committees shall confine their work to the purpose for which appointed and shall have no authority except that specifically conferred by action of the Board. Committee meetings shall comply with the Oregon Open Meetings law.

ARTICLE VI – ADMINISTRATION

The board shall employ an Administrative Assistant who will act as budget officer and secretary to the district.

- A. Financial – Checking and savings account withdrawals will require two (2) signatures. Financial reports will be presented monthly and include statements from financial institutions, check register, balance sheet, and profit and loss. Financials must be approved by board.
- B. Records – Minutes will be kept for all board meetings. Minutes will be reviewed and approved by board.

ARTICLE VII – CONFLICT OF INTEREST

Any potential or actual conflict of interest of any Board member shall be publicly disclosed to the Board and made a matter of public record when the interest becomes a matter of Board action or deliberation. Existence of a potential conflict of interest shall not necessarily require abstention from voting.

ARTICLE VII – AMENDMENTS


These Bylaws may be amended, altered, repealed, or new Bylaws adopted by affirmative vote of at least three (3) members of the Board at any regular or duly called special meeting, provided that such proposed changes have been discussed at a regular or duly called special meeting at least seven (7) days prior to the meeting at which the vote is taken.

ARTICLE IX – ADOPTION

Adopted by the South Gilliam County Health District Board of Directors on the 17th day of December, 2012.



Chairman



Administrative Assistant