

Group Charter

Committee to Restore Duncan Creek

Committee Goals:

The Committee to Restore Duncan Creek is a not-for-profit corporation(?) registered in the State of Washington. The purpose of this Committee is to improve the condition of Duncan Creek, located in Manchester Washington. The improvement objectives are to restore the health of the Creek to better support its function as an element of the natural systems in this area. Among the Creek's critical functions are: part of the watershed for the Manchester Water District, provides some fish habitat, it provides wildlife habitat for a variety of creatures, and it is one of the elements of the natural stormwater management system.

Means of Achieving Goals:

The Committee will:

- Provide centralized stewardship of activities impacting and directed at the improved health of Duncan Creek.
- Monitor and provide input on all activities that we believe could have a negative impact on the Creek's health.
- Actively seek improvements by governmental agencies to upgrade the Creek's health.
- Provide publicity to support the goals of the Committee.
- Provide public education on issues supporting the Creek's health.
- As a team, we will make physical improvements to the Creek.
- Conduct fundraising to support improvements to the Creek.
- Provided liaison with other agencies supporting streamkeeping efforts.

Membership/Organization:

Membership in the Committee to Restore Duncan Creek is open to all residents of the State of Washington. Annual family membership dues payment of \$5.00 is required to retain voting membership in the group. Dues are payable on February 1st of each year. An annual meeting will be held during the month of March for election of officers and conducting of other necessary business. Other meetings will be called by the President, as necessary, but are likely to occur approximately twice each year.

Officers to be elected annually are: President, Vice-President, Secretary, Treasurer, Communications Director, Education Outreach Director, and Director at Large. These officers will constitute the Executive Board of the Committee. All matters, which are undertaken on behalf of the Committee, must be approved by a simple majority of the Executive Board. No officer will be allowed to hold a given position for more than two consecutive one-year terms.

Duties of the officers is as follows:

President: Conduct all meetings. Call special meetings as appropriate. Provide mailing address for the Committee. Insure all commitments made by members are acted on.

Vice-President: Fill in for President as necessary. Communicate agenda for all meetings one week in advance of said meetings.

Secretary: Maintain files of all past activities of the Committee. Initiate correspondence with other entities as required. Take minutes of all meetings.

Treasurer: Maintain finances of the Committee and issue checks as required. Provide treasurer's report at all meetings. All monies will be held in a non-interest bearing account. All expenditures of Committee funds require the approval of the Treasurer, President, and one other officer.

Communications Director: Prepare press releases as appropriate for the approval of the Committee. Release approved press releases.

Education Outreach Director: Develop opportunities for public education on issues surrounding Duncan Creek.

Director at Large: Participate in all executive board meetings.