

Application for Recognition of Exemption**Under Section 501(c)(3) of the Internal Revenue Code**

For Paperwork Reduction Act Notice, see page 1 of the instructions.

To be filed in the key district for the area in which the organization has its principal office or place of business.

This application, when properly completed, constitutes the notice required under section 508(a) of the Internal Revenue Code so that an applicant may be treated as described in section 501(c)(3) of the Code, and the notice required under section 508(b) for an organization claiming not to be a private foundation within the meaning of section 509(a). (Read the instructions for each part carefully before making any entries.) If required information, a conformed copy of the organizing and operational documents, or financial data are not furnished, the application will not be considered on its merits and the organization will be notified accordingly. Do not file this application if the applicant has no organizing instrument (see Part II).

Part I.—Identification

| | | |
|--|---|--|
| 1 Full name of organization Central Oregon Community Action Agency Network | | 2 Employer identification number (If none, see instructions) Form SS-4 attached |
| 3(a) Address (number and street) 1345 NW Wall Street | | Check here if applying under section: <input type="checkbox"/> 501(e) <input type="checkbox"/> 501(f) |
| 3(b) City or town, State, and Zip code Bend, Oregon 97701 | 4 Name and phone number of person to be contacted Mark Chambers (503) 389-3311 | |
| 5 Month the annual accounting period ends June | 6 Date incorporated or formed December 12, 1984 | 7 Activity codes 560 |
| 8 Has the organization filed Federal income tax returns or exempt organization information returns? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," state the form number(s), years filed, and Internal Revenue office where filed. | | |

Part II.—Type of Entity and Organizational Document (see instructions)

Check the applicable entity box below and attach a conformed copy of the organization's organizing document and bylaws as indicated for each entity.

☒ Corporation—Articles of incorporation and bylaws. ☐ Trust—Trust indenture. ☐ Other—Constitution or articles of association and bylaws.

Part III.—Activities and Operational Information

- 1 What are or will be the organization's sources of financial support? List in order of size.
Community Service Block Grant
Department of Energy Fuel Assistance Grant
Other low income energy assistance grants
- 2 Describe the organization's fund-raising program, both actual and planned, and explain to what extent it has been put into effect. (Include details of fund-raising activities such as selective mailings, formation of fund-raising committees, use of professional fund raisers, etc.) Attach representative copies of solicitations for financial support.
Fund raising primarily grant applications. Community assistance solicited by mailing, board participation and public service announcements for in-kind and volunteer participation.

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and I have examined this application, including the accompanying statements, and to the best of my knowledge it is true, correct, and complete.

Barbara J. Bays
(Signature)

Chairperson, COCAAN Board
(Title or authority of signer)

10/31/85
(Date)

Part III.—Activities and Operational Information (Continued)

3 Give a detailed narrative description of the organization's past, present, and proposed future activities, and the purposes for which it was formed. The narrative should identify the specific benefits, services, or products the organization has provided or will provide. If the organization is not fully operational, explain what stage of development its activities have reached, what further steps remain for it to become fully operational, and when such further steps will take place. (Do not state the purposes and activities of the organization in general terms or repeat the language of the organizational documents.) If the organization is a school, hospital, or medical research organization, include enough information in your description to clearly show that the organization meets the definition of that particular activity that is contained in the instructions for Part VI-A.

Programs developed by volunteer board and committee members are being put into action by paid staff. The programs now in place are low income and elderly home weatherization, low income home repair, low income medication cost assistance, community garden, low income food distribution help, "Living Resourcefully" program aimed at helping low income families best utilize available resources. A tri-county needs assessment has been completed and further program areas are currently being considered by committee and staff. Because the organization is in its first year, numbers of low income being served are not yet tabulated. Networking with existing agencies is producing positive numbers of people who are already being assisted. Self-help is an important aspect of the program and is stressed at all levels.

4 The membership of the organization's governing body is:

| (a) Names, addresses, and titles of officers, directors, trustees, etc. | (b) Annual compensation |
|---|---|
| See attached copy of board list with officers. | None, all board members are volunteers. |

Part III.—Activities and Operational Information (Continued)

- 4 (c)** Do any of the above persons serve as members of the governing body by reason of being public officials or being appointed by public officials? ☐ Yes ☒ No
If "Yes," name those persons and explain the basis of their selection or appointment.

- (d)** Are any members of the organization's governing body "disqualified persons" with respect to the organization (other than by reason of being a member of the governing body) or do any of the members have either a business or family relationship with "disqualified persons?" (See specific instruction 4(d).) . . . ☐ Yes ☒ No
If "Yes," explain.

- (e)** Have any members of the organization's governing body assigned income or assets to the organization, or is it anticipated that any current or future member of the governing body will assign income or assets to the organization? ☐ Yes ☒ No
If "Yes," attach a complete explanation stating which applies and including copies of any assignments plus a list of items assigned.

- 5** Does the organization control or is it controlled by any other organization? ☐ Yes ☒ No
Is the organization the outgrowth of another organization, or does it have a special relationship to another organization by reason of interlocking directorates or other factors? ☐ Yes ☒ No
If either of these questions is answered "Yes," explain.

- 6** Is the organization financially accountable to any other organization? ☐ Yes ☒ No
If "Yes," explain and identify the other organization. Include details concerning accountability or attach copies of reports if any have been submitted.

- 7 (a)** What assets does the organization have that are used in the performance of its exempt function? (Do not include property producing investment income.) If any assets are not fully operational, explain their status, what additional steps remain to be completed, and when such final steps will be taken. Tools necessary for weatherization of homes and standard office equipment.

- (b)** To what extent have you used, or do you plan to use contributions as an endowment fund, i.e., hold contributions to produce income for the support of your exempt activities? None at present

- 8** Will any of the organization's facilities be managed by another organization or individual under a contractual agreement? ☐ Yes ☒ No
If "Yes," attach a copy of each contract and explain the relationship between the applicant and each of the other parties.

Part III.—Activities and Operational Information (Continued)

- 9 (a) Have the recipients been required or will they be required to pay for the organization's benefits, services, or products? ☐ Yes ☒ No
If "Yes," explain and show how the charges are determined.

- (b) Does or will the organization limit its benefits, services, or products to specific classes of individuals? ☒ Yes ☐ No
If "Yes," explain how the recipients or beneficiaries are or will be selected. Low income as identified by staff evaluation as the individual's needs pertain to services available.

- 10 Is the organization a membership organization? ☐ Yes ☒ No
If "Yes," complete the following:

- (a) Describe the organization's membership requirements and attach a schedule of membership fees and dues.
- (b) Describe your present and proposed efforts to attract members, and attach a copy of any descriptive literature or promotional material used for this purpose.
- (c) Are benefits, services, or products limited to members? ☐ Yes ☐ No
If "No," explain.

- 11 Does or will the organization engage in activities tending to influence legislation or intervene in any way in political campaigns? ☐ Yes ☒ No
If "Yes," explain. (Note: You may wish to file Form 5768, *Election/Revocation of Election by an Eligible Section 501(c)(3) Organization to Make Expenditures to Influence Legislation*.)

- 12 Does the organization have a pension plan for employees? ☐ Yes ☒ No

- 13 (a) Are you filing Form 1023 within 15 months from the end of the month in which you were created or formed as required by section 508(a) and the related regulations? (See general instructions.) . . . ☒ Yes ☐ No
- (b) If you answer "No," to 13(a) and you claim that you fit an exception to the notice requirements under section 508(a), attach an explanation of your basis for the claimed exception.
- (c) If you answer "No," to 13(a) and section 508(a) does apply to you, you may be eligible for relief under regulations section 1.9100 from the application of section 508(a). Do you wish to request relief? . . . ☐ Yes ☐ No
- (d) If you answer "Yes," to 13(c) attach a detailed statement that satisfies the requirements of Rev. Proc. 79-63.
- (e) If you answer "No," to both 13(a) and 13(c) and section 508(a) does apply to you, your qualification as a section 501(c)(3) organization can be recognized only from the date this application is filed with your key District Director. Therefore, do you want us to consider your application as a request for recognition of exemption as a section 501(c)(3) organization from the date the application is received and not retroactively to the date you were formed (see instructions)? ☐ Yes ☐ No

Part IV.—Statement as to Private Foundation Status (see instructions)

- 1 Is the organization a private foundation? ☐ Yes ☒ No
- 2 If you answer "Yes," to question 1 and the organization claims to be a private operating foundation, check here ☐ and complete Part VII.
- 3 If you answer "No," to question 1 indicate the type of ruling you are requesting regarding the organization's status under section 509 by checking the box(es) below that apply:
- (a) Definitive ruling under section 509(a)(1), (2), (3), or (4) ☒ Complete Part VI.
- (b) Advance ruling under ☐ sections 509(a)(1) and 170(b)(1)(A)(vi) or ☐ section 509(a)(2)—see instructions.
- (c) Extended advance ruling under ☐ sections 509(a)(1) and 170(b)(1)(A)(vi) or ☐ section 509(a)(2)—see instructions.
- (Note: If you want an extended advance ruling you must check the appropriate boxes for both 3(b) and 3(c). You must also complete and attach two Forms 872-C to the application.)

Statement of Support, Revenue, and Expenses for the period beginning January 1, 1985, and ending June 30, 1985. First year - short fiscal year

Note: Complete the financial statements for the current year and for each of the three years immediately before it. If in existence less than four years, complete the statements for each year in existence. If in existence less than one year, also provide proposed budgets for the two years following the current year.

| | | | | |
|---------------------|----|--|----|---------|
| Support and Revenue | 1 | Gross contributions, gifts, grants, and similar amounts received | 1 | 183,719 |
| | 2 | Gross dues and assessments of members | 2 | |
| | 3 | (a) Gross amounts derived from activities related to organization's exempt purpose (attach schedule) | | |
| | | (b) Minus cost of sales | 3c | |
| | 4 | (a) Gross amounts from unrelated business activities (attach schedule) | | |
| | | (b) Minus cost of sales | 4c | |
| | 5 | (a) Gross amount received from sale of assets, excluding inventory items (attach schedule) | | |
| | | (b) Minus cost or other basis and sales expenses of assets sold | 5c | |
| | 6 | Investment income (see instructions) | 6 | |
| | 7 | Other revenue (attach schedule) | 7 | |
| | 8 | Total support and revenue | 8 | 183,719 |
| Expenses | 9 | Fund raising expenses | 9 | |
| | 10 | Contributions, gifts, grants, and similar amounts paid (attach schedule) | 10 | |
| | 11 | Disbursements to or for benefit of members (attach schedule) | 11 | |
| | 12 | Compensation of officers, directors, and trustees (attach schedule) | 12 | |
| | 13 | Other salaries and wages <u>Administrator, Program Personnel</u> | 13 | 74,708 |
| | 14 | Interest | 14 | |
| | 15 | Rent | 15 | 2,989 |
| | 16 | Depreciation and depletion | 16 | |
| | 17 | Other (attach schedule) <u>Direct Costs of low income programs</u> | 17 | 63,849 |
| | 18 | Total expenses | 18 | 141,546 |
| | 19 | Excess of support and revenue over expenses (line 8 minus line 18) | 19 | |

Balance Sheet
(at the end of the period shown above)

Enter date 6/30/85

Ending date
6/30/85

| | | | |
|-----------------------------------|---|-----|--------|
| Assets | | | |
| 20 | Cash (a) Interest bearing accounts | 20a | 42,173 |
| | (b) Other | 20b | |
| 21 | Accounts receivable, net | 21 | |
| 22 | Inventories | 22 | |
| 23 | Bonds and notes (attach schedule) | 23 | |
| 24 | Corporate stocks (attach schedule) | 24 | |
| 25 | Mortgage loans (attach schedule) | 25 | |
| 26 | Other investments (attach schedule) | 26 | |
| 27 | Depreciable and depletable assets (attach schedule) | 27 | |
| 28 | Land | 28 | |
| 29 | Other assets (attach schedule) | 29 | |
| 30 | Total assets | 30 | 42,173 |
| Liabilities | | | |
| 31 | Accounts payable | 31 | |
| 32 | Contributions, gifts, grants, etc., payable | 32 | |
| 33 | Mortgages and notes payable (attach schedule) | 33 | |
| 34 | Other liabilities (attach schedules) <u>Cash to complete programs as designated</u> | 34 | 42,173 |
| 35 | Total liabilities <u>by grants with other than 6/30 fiscal years</u> | 35 | 42,173 |
| Fund Balances or Net Worth | | | |
| 36 | Total fund balances or net worth | 36 | -0- |
| 37 | Total liabilities and fund balances or net worth (line 35 plus line 36) | 37 | 42,173 |

If there has been any substantial change in any aspect of your financial activities since the period shown above ended, check the box and attach a detailed explanation ☐

Part VI.—Non-Private Foundation Status (Definitive ruling only)**A.—Basis for Non-Private Foundation Status (Check one of the boxes below.)**

The organization is not a private foundation because it qualifies as:

| | ✓ | Kind of organization | Within the meaning of | Complete |
|---|---|---|--|------------|
| 1 | | a church or a convention or association of churches | Sections 509(a)(1) and 170(b)(1)(A)(i) | |
| 2 | | a school | Sections 509(a)(1) and 170(b)(1)(A)(ii) | |
| 3 | | a hospital or a medical research organization operated in conjunction with a hospital | Sections 509(a)(1) and 170(b)(1)(A)(iii) | |
| 4 | | a governmental unit described in section 170(c)(1) | Sections 509(a)(1) and 170(b)(1)(A)(v) | |
| 5 | | being organized and operated exclusively for testing for public safety | Section 509(a)(4) | |
| 6 | | being operated for the benefit of a college or university which is owned or operated by a governmental unit | Sections 509(a)(1) and 170(b)(1)(A)(iv) | Part VI.—B |
| 7 | X | normally receiving a substantial part of its support from a governmental unit or from the general public | Sections 509(a)(1) and 170(b)(1)(A)(vi) | Part VI.—B |
| 8 | | normally receiving not more than one-third of its support from gross investment income and more than one-third of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions) | Section 509(a)(2) | Part VI.—B |
| 9 | | being operated solely for the benefit of or in connection with one or more of the organizations described in 1 through 4, or 6, 7, and 8 above | Section 509(a)(3) | Part VI.—C |

B.—Analysis of Financial Support

| | (a) Most recent tax year | (Years next preceding most recent tax year) | | | Not in existence | (e) Total |
|---|--------------------------|---|-------------|-------------|------------------|-----------|
| | | (b) 19..... | (c) 19..... | (d) 19..... | | |
| 1 Gifts, grants, and contributions received | 1985... 183,719 | | | | | 183,719 |
| 2 Membership fees received | -0- | | | | | |
| 3 Gross receipts from admissions, sales of merchandise or services, or furnishing of facilities in any activity which is not an unrelated business within the meaning of section 513 | -0- | | | | | |
| 4 Gross investment income (see instructions for definition) | -0- | | | | | |
| 5 Net income from organization's unrelated business activities not included on line 4 | -0- | | | | | |
| 6 Tax revenues levied for and either paid to or spent on behalf of the organization | -0- | | | | | |
| 7 Value of services or facilities furnished by a governmental unit to the organization without charge (not including the value of services or facilities generally furnished the public without charge) | -0- | | | | | |
| 8 Other income (not including gain or loss from sale of capital assets)—attach schedule | -0- | | | | | |
| 9 Total of lines 1 through 8 | 183,719 | | | | | |
| 10 Line 9 minus line 3 | 183,719 | | | | | |
| 11 Enter 2% of line 10, column (e) only | | | | | | 3,674 |

12 If the organization has received any unusual grants during any of the above tax years, attach a list for each year showing the name of the contributor, the date and amount of grant, and a brief description of the nature of such grant. Do not include such grants on line 1 above—(See instructions).

(continued on next page)

BY-LAWS OF THE
CENTRAL OREGON COMMUNITY ACTION AGENCY NETWORK, INC.

ARTICLE I: NAME

The name of this private, non-profit corporation shall be Central Oregon Community Action Agency Network. It shall also be known as COCAAN.

ARTICLE II: STATEMENT OF PURPOSE

The purpose of this Corporation shall be to mobilize human and financial resources at the local, state and federal levels to benefit disadvantaged persons residing in Deschutes, Crook and Jefferson counties, Oregon. To this goal, the Corporation shall attempt to:

- A. Focus available local, state and federal government and private resources.
- B. Provide planning and program developing assistance.
- C. Develop and implement innovative approaches to the causes and consequences of poverty.
- D. Evaluate and improve the efficiency and effectiveness of programs.
- E. Stimulate the interest and meaningful participation of disadvantaged families and individuals.

ARTICLE III: GOVERNING BOARD

The governing authority of the Corporation shall be the Central Oregon Community Action Agency Network, Inc., Board of Directors.

ARTICLE IV: BOARD MEMBERSHIP

The Board of Directors shall consist of twenty-one (21) members who shall be seated as prescribed below. A two-thirds majority of the Board may decide to change the size of the Board, provided that the number of the seats shall be at least twenty-one (21) and no more than thirty-three (33) and divisible by three. There shall be no other types of membership in the organization. However, the Board of Directors may recognize as advisory committees, groups of persons other than those listed below, organized under the Board's authority and serving at the Board's pleasure.

A. MEMBERSHIP

- 1. One-third of the membership shall be reserved for elected public officials.

2. At least one-third of the membership shall be representatives of the poor in the areas served.
3. The remainder of the Board shall be comprised of representatives, officials or members, of business, industry, labor, religious, welfare, education or other major groups and interests in the community.

B. SELECTION PROCESS

1. All members of the Board shall be selected in a manner to assure that they speak and act on behalf of the group or organization which they represent.
2. Within each category, Board members shall be residents of the three counties, or representatives of groups or organizations which serve the three county area in the following proportions:

Deschutes County - 3/5

Crook County - 1/5

Jefferson County - 1/5

3. To the extent possible, each category of Board members shall be represented in the same proportion as stated above; provided further that each county must have at least one seat from each category.
4. Public Officials: Public official representatives to the Board will be designated in the following manner: Five (5) will be named by the Deschutes County Board of Commissioners; one (1) by the Crook County Board of Commissioners; and one (1) by the Jefferson County Board of Commissioners.

These representatives will be elected public officials currently holding office; in the event there are not enough elected public officials available and willing to serve, the designating officials may select appointed public officials. Both the elected and appointed selected to serve on the Board shall have either general governmental responsibilities or responsibilities which require dealing with poverty-related issues. They may not be officials with limited, specialized, or administrative responsibilities.

5. Representatives of the Poor: Board seats will be allocated geographically insofar as possible to provide representation from the complete tri-county area.

Representatives may qualify by representing a specific organization whose membership is comprised predominately of disadvantaged persons, or by representing an organization whose purpose is to aid the disadvantaged.

Representatives shall be chosen to assure the maximum feasible participation of low-income persons. The following method must be followed:

- a. Annually, the Board of Directors shall issue a Public Notice of Solicitation of Petition for group representation for vacant seats. Said notice shall be through local media, and shall be given forty-five (45), twenty (20) and ten (10) days prior to the deadline for receipt of petitions.
 - b. Petitioners for representation shall submit evidence of organization through corporation papers or a statement of purpose.
 - c. The Board of Directors shall fill vacancies from those petitions submitted. Selection shall be at a public meeting which all petitioners shall be given notice of at least ten (10) days prior thereto.
 - d. Upon being selected for membership on the Board of Directors as a representative of the disadvantaged, the group or organization must then select a representative by democratic process of its members. This process will be documented to the Board with the minutes and a record of the vote at the meeting at which the member is selected.
6. Representatives of Private Organizations: Board seats will be allocated geographically insofar as possible to provide representation from the complete tri-county area.

Representatives shall be selected in the following manner to assure that the Corporation will benefit from a broad community involvement.

- a. Annually the Board of Directors will follow the same procedure as outlined for the selection of members of the poor as outlined in paragraph 5 above.
- b. Upon being selected for membership on the Board as a representative of the private sector, the group or organization must select a representative and notify the Board in writing of the selection.

C. ALTERNATE REPRESENTATIVES

1. Public Official: Each public official shall designate in writing one person to serve as an alternate whenever the official is unable to attend.
2. Representatives of the Poor: Each group or organization represented on the Board shall, at the time a representative is designated also designate an alternate to serve in the absence of its regular Board member. The same process used to select the representative shall be used to select the alternate.
3. Representatives of Community Organizations: Each group or organization represented on the Board shall, at the time a representative is designated also designate an alternate to serve in the absence of its regular Board member. The same process used to select the representative shall be used to select the alternate.
4. In the absence of official representatives only designated alternates may vote.

D. TERMS OF BOARD MEMBERSHIP

1. Public officials shall serve as long as that official remains in office. An alternate designated by the public official shall serve at the discretion of that public official, and only so long as the public official is eligible to serve.
2. Terms of all other Board members shall start at the first Board meeting in January and continue until the Board meeting in January in the fourth year.
3. In January of each year, each group representing the community and the disadvantaged shall re-affirm in writing its representative and alternate representative.

E. VACANCIES

A vacancy in a Board position exists when:

1. The representative notifies the Chairperson in writing of his/her resignation, or;
2. The Chairperson is notified in writing by the designating official of the removal or replacement of a public official representative, or;
3. A representative of a community or disadvantaged group fails to attend any (2) two consecutive meetings without prior excuse.

F. FILLING VACANCIES

1. When a seat of a public official is vacant, the Board shall ask the designating officials to select another public official to fill the seat.
2. When a seat of a representative of the community or disadvantaged group is vacant, the Board shall ask that group to name another representative to fill out the term.

ARTICLE V: POWERS OF THE BOARD

The Board shall have the power and duty to perform the following:

1. Appoint, evaluate, and remove the Executive Director, and/or other executive positions.
2. Adopt, subject to regulation, policies and guidelines regarding organization, personnel, programs and fiscal matters.
3. Approve all program proposals and budgets.
4. Enforce the compliance of all conditions of grants.

ARTICLE VI: QUORUM

A quorum of the Board shall require the presence of fifty percent (50%) of the total filled seats.

ARTICLE VII: OFFICERS OF THE BOARD

- A. Officers of the Board shall be a Chairperson, Vice-Chairperson and Secretary. The officers shall reflect the tri-part composition of the Board.
- B. Duties:
 1. The Chairperson shall:
 - a. Preside at all meetings when present.
 - b. Appoint committees of the Board as needed.
 - c. Call special meetings of the Board when needed.
 2. The Vice-Chairperson shall have all the powers of the Chairperson in his/her absence.
 3. The Secretary shall have all the powers of the Chairperson in the absence of both the Chairperson and the Vice-Chairperson.
- C. Election: The election of officers shall be at the first meeting of each calander year.

ARTICLE VIII: EXECUTIVE COMMITTEE

- A. The executive committee shall be the officers of the Board as listed in Article VII plus two at-large members elected by the entire Board. The executive committee shall reflect the geographical make-up of the Board with three of the members from Deschutes County, one from Jefferson County, and one from Crook County.
- B. The executive committee may act only, when in the opinion at least three of the five members, an emergency or unanticipated situation exists which necessitates action or decision which must be made prior to the next regularly scheduled meeting of the Board.

ARTICLE IX: MEETINGS

All meetings of the Board and committees shall be in accordance with the open meeting laws of the State of Oregon, and shall be held on _____ of each month. Additional meetings may be held at times as deemed necessary by the Chair or a majority of the Board.

ARTICLE X: AMENDMENTS

These by-laws may be amended by a majority vote of the Board of Directors meeting in regular session, provided that not less than two-thirds of the Board membership is in attendance, provided also that notice of any proposed amendment is given to each member of the Board at least thirty (30) days prior to said regular Board meeting. Said notice shall be in writing, accompanied by a full text of the proposed amendment.

Central Oregon Community Action Agency Network
1345 NW Wall St.
Bend, OR 97701

October 3, 1985
By-laws - Part II
Attachment to Form 1023

Amended and approved January 14, 1985

CENTRAL OREGON COMMUNITY ACTION AGENCY NETWORK

BOARD OF DIRECTORS

PUBLICALLY ELECTED OFFICIALS

NAME, ADDRESS AND TELEPHONE

(D) Bend City Council

Ruth Burleigh
127 Wilmington
Bend, OR 97701
382-4321 ext 7207

(C) Crook County

Frances Burgess - Director at Large
Crook County Courthouse
Prineville, OR 97754
447-6555
Bebe Schindler - Alternate

(D) Deschutes County

Lois Bristow Prante - Vice President
Deschutes County Courthouse Annex
1164 NW Bond
Bend, OR 97701
388-6570

(J) Jefferson County

Helmer Wallan - Director at Large
PO Box 788
Madras, OR 97741
475-2449 (courthouse) 475-3871 (wk)

(D) Redmond City Council

Patricia O'Neill
447 SW 17th
Redmond, OR 97756
548-6481

(D) Sisters City Council

(T) State Representative

Tom Throop
PO Box 643
Bend, OR 97709
382-8075
Barbara Bagg - Alternate - President
388-1056 (wk) 382-1096 (hm)
155 NW Irving Ave.
Bend, OR 97701

LOW INCOME REPRESENTATIVE ORGANIZATIONS

(D) Bend Aid

Jo Barrett
147 SE McKinley
Bend, OR 97701
382-2142

(T) Central Oregon Child Care Council

Nancy Foulke
1364 Davenport
Bend, OR 97701
389-6435
Sharon Boller - Alternate

(T) Central Oregon Legal Aid

Duane McCabe
327 NW Greenwood
Bend, OR 97701
389-7723
Barbara Haslinger - Alternate

Central Oregon Community Action Agency Network
1345 NW Wall Street

Bend, OR 97701

October 3, 1985

Names, addresses & titles officers - Part III Attachment to Form 1023

(D) Low Income Families Together

Dee Southard
2034 NE Division
Bend, OR 97701
No phone

(T) COBRA

Thea Rhiannon
332 NW Federal
Bend, OR 97701
389-0002
Lu Butz - Alternate

(T) Opportunity Center

John Halstead - Director at Large
PO Box 430
Redmond, OR 97756
548-2822

(T) Tamarack Learning Center

Rosie Bareis
1468 NW Third
Bend, OR 97701
382-8646
Tom Del hero - Alternate

(D) Welfare Advisory Board

Bev Moltzau
520 NW Trenton
Bend, OR 97701
382-5847
Rob Volkenand - Alternate

COMMUNITY REPRESENTATIVE ORGANIZATIONS

(D) Bend Rotary

Michael L. McNeil
PO Box 1249
Bend, OR 97709
389-1282

(D) Bend Soroptimist

Connie Hyatt
PO Box 624
Bend, OR 97709
389-3388
Joan Silver - Alternate - Sec/Treas
PO Box 5714, Bend, OR 97708 389-0618
Jim Powell
105 S. 12th Street
Redmond, OR 97756
548-6588

(T) Central Oregon Council on Aging

(T) Extension Service

Debra Minar Driscoll
65404 73rd Street
Bend, OR 97701
388-6436
Marv Young - Alternate

(D) LaPine AARP

Joe Lewis
51604 Pine Loop Dr.
LaPine, OR 97739
536-1481

Central Oregon Community Action Agency Network
1345 NW Wall Street
Bend, OR 97701

October 3, 1985

Names, address and titles of officers - Part III
Attachment to Form 1023

(J) Madras AARP

Clyde Bailey
7787 NW Boise Dr.
Madras, OR 97741
475-2662
Gloria Murray - Alternate

(D) United Seniors of Bend

Eileen Donaldson
132 NE Penn
Bend, OR 97701
382-2649
Howard Balderstone - Alternate

(T) Oregon Council of the Blind

Ruby Masterson
391 W. 9th
Prineville, OR 97754
447-5723

Central Oregon Community Action Agency Network
1345 NW Wall Street
Bend, Oregon 97701

October 3, 1985

Names, addresses and titles of officers - Part III
Attachment to Form 1023

(C) Crook County (D) Deschutes County (J) Jefferson County (T) Tri-County

COCAAN/7/85

State of Oregon
Department of Commerce
Corporation Division

FEBRUARY 13, 1985

BOARD OF COMMISSIONERS
COURT HOUSE ANNEX
BEND, OREGON 97701

ATTN: SUSAN STONEMAN

CERTIFICATE OF INCORPORATION

CENTRAL OREGON COMMUNITY ACTION AGENCY NETWORK, INC.

I have accepted and filed the attached ARTICLES OF
INCORPORATION on DECEMBER 5, 1984. (# NP206386)



Jane Edwards

Corporation Commissioner

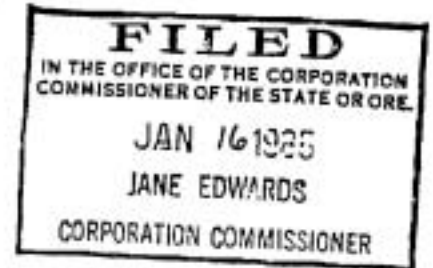
By Shirley Smith

Central Oregon Community Action Agency Network
1345 NW Wall St.
Bend, OR 97701

October 3, 1985
Articles of Inc. - Part II
Attachment to Form 1023

RECEIVED

JAN 24 1985



ARTICLES OF INCORPORATION
OF

CENTRAL OREGON COMMUNITY ACTION AGENCY NETWORK

We, the undersigned natural persons of the age of eighteen or more, acting as incorporators under the Oregon Non-Profit Corporation Act, adopt the following Articles of Incorporation:

ARTICLE I

The name of the corporation is CENTRAL OREGON COMMUNITY ACTION AGENCY NETWORK, INC., referred to hereafter as "the Corporation", and its duration shall be perpetual.

ARTICLE II

The initial office of the Corporation will be located at 1164 NW Bond St., Bend, Oregon, and the registered agent of the Corporation is Lois Bristow Prante, Deschutes County Courthouse Annex, 1164 NW Bond St., Bend, Oregon.

ARTICLE III

This Corporation is a non-profit public service corporation, organized exclusively and irrevocably dedicated to and operated exclusively for non-profit purposes; and no part of the income or assets of the Corporation shall be distributed to, nor inure to the benefit of, any individual. The business and objects of the Corporation are as follows:

a. To engage in any lawful activity for which non-profit corporations may be organized under Oregon Revised Statutes Chapter 61, and to have all the general powers as defined in Oregon Law for non-profit corporations.

b. This Corporation is organized exclusively for religious, charitable, scientific, literary, or educational purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code.

c. Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on by an organization exempt from Federal income tax under Section 501(c)(3) of the Internal Revenue Code.

d. To marshal and coordinate the resources and agencies, both public and private, in Crook, Deschutes, and Jefferson Counties, Oregon, for the purpose of alleviating poverty and of resolving other socio-economic problems existing or occurring within said counties.

ARTICLE IV

This Corporation shall have not less than twenty-one (21) members who shall constitute a Board of Directors, and who shall be elected or appointed in the manner, for the terms, and subject to the qualifications set out in these articles, as set forth in the attached Exhibit "A", and the by-laws of this Corporation or any amendments thereto. The members constituting the initial Board of Directors at the time of incorporation are:

Lois Bristow Prante
Deschutes County Courthouse
1164 NW Bond
Bend, Oregon 97701

Ruth Burleigh
127 Wilmington
Bend, Oregon 97701

Patricia O'Neil
127 SW 17th
Redmond, Oregon 97756

Dave Elliot
346 E. Jefferson
Sisters, Oregon 97759

Frances Burgess
Crook County Courthouse
Prineville, Oregon 97754

Helmer Wallan
Jefferson County Courthouse
Madras, Oregon 97741

Tom Throop
State Representative
House of Representatives
Salem, Oregon 97310

Beverly Moltzau
2150 NE Studio Road
Bend, Oregon 97701

Jo Barrett
147 SE McKinley
Bend, Oregon 97701

Rosie Barsis
1560 NW Newport
Bend, Oregon 97701

Vicki Allen
300 NW 95th
Redmond, Oregon 97756

John Halstead
1931 N Canyon Drive
Redmond, Oregon 97756

Sharon Boller
841 NW Bond
Bend, Oregon 97701

Connie Hyatt
2805 Canyon Park
Bend, Oregon 97701

Duane McCabe
162 NW Utica
Bend, Oregon 97701

Clyde Bailey
7787 NW Boise Drive
Madras, Oregon 97741

John Robinson
637 NW Wall
Bend, Oregon 97701

Marv Young
850 NW 49th
Redmond, Oregon 97756

Paul Leonard
808 SE Fifth
Prineville, Oregon 97754

Eileen Donaldson
132 NW Penn
Bend, Oregon 97701

Joe Lewis
51604 Pine Loop Road
LaPine, Oregon 97739

ARTICLE V

This Corporation shall have no stockholders nor shares of stock, and it's affairs shall be conducted solely by the Board of Directors and it's officers.

ARTICLE VI

The names and addresses of the incorporators signing these Articles of Incorporation are:

Lois Bristow Prante
Deschutes County Courthouse
1164 NW Bond
Bend, Oregon 97701

John Robinson
637 NW Wall
Bend, Oregon 97701

Duane J. McCabe
162 NW Utica
Bend, Oregon 97701

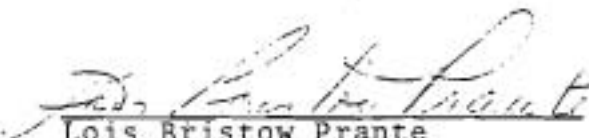
ARTICLE VII

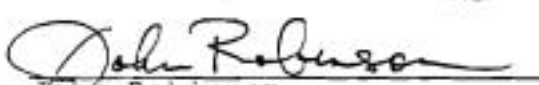
Upon the liquidation of this Corporation, all available net assets shall revert in the State of Oregon or the United States to the extent that each or either may have been the source of acquisition of said assets. Any other assets of this Corporation upon liquidation shall be transferred and delivered to an Oregon non-profit corporation with similar purposes which is qualified for non-profit exemption under the provisions of the Internal Revenue Code of the United States.


ARTICLE VIII

These Articles of Incorporation may be amended in whole or in part at any annual, regular or special meeting of the Board of Directors, provided that a full text of the proposed amendment is given in the notice of meeting, mailed to each member of said Board of Directors at least ten (10) days prior to the meeting date, and provided further that a majority of the Board members vote in favor of said amendment.

IN WITNESS WHEREOF, we the undersigned incorporators, have set our hands and seals to these presents on this 12th day of December, 1984.


Lois Bristow Prante
Deschutes County Courthouse
1164 NW Bond
Bend, Oregon

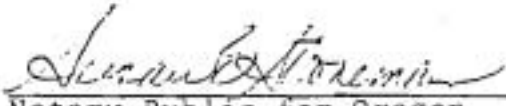

John Robinson
637 NW Wall
Bend, Oregon


Duane J. McCabe
162 NW Utica
Bend, Oregon

STATE OF OREGON)
) ss.
County of Deschutes)

On this 12th day of December, 1984, before me, SUSAN E. STONEMAN, the undersigned Notary Public for Oregon, personally appeared LOIS BRISTOW PRANTE, JOHN ROBINSON, and DUANE J. McCABE, known to me to be the persons whose names are subscribed to these Articles of Incorporation and acknowledged to me that they executed the same for the purpose therein contained, and that the statements therein are true.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.


Notary Public for Oregon
My Commission Expires 01-13-86

The foregoing 4 pages are accurate and true photocopies of the original documents

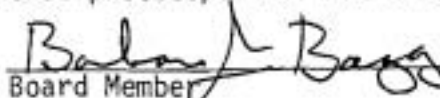

Board Member

EXHIBIT "A"

1-28

A. MEMBERSHIP

1. One-third of the membership shall be reserved for elected public officials.
2. At least one-third of the membership shall be representatives of the poor in the areas served.
3. The remainder of the Board shall be comprised of representatives, officials or members, of business, industry, labor, religious, welfare, education or other major groups and interests in the community.

B. SELECTION PROCESS

1. All members of the Board shall be selected in a manner to assure that they speak and act on behalf of the group or organization which they represent.
2. Within each category, Board members shall be residents of the three counties, or representatives of groups or organizations which serve the three county area in the following proportions:

Deschutes County - 3/5

Crook County - 1/5

Jefferson County - 1/5

3. To the extent possible, each category of Board members shall be represented in the same proportion as stated above; provided further that each county must have at least one seat from each category.
4. Public Officials: Public official representatives to the Board will be designated in the following manner: Five (5) will be named by the Deschutes County Board of Commissioners; one (1) by the Crook County Board of Commissioners; and one (1) by the Jefferson County Board of Commissioners.

These representatives will be elected public officials currently holding office; in the event there are not enough elected public officials available and willing to serve, the designating officials may select appointed public officials. Both the elected and appointed selected to serve on the Board shall have either general governmental responsibilities or responsibilities which require dealing with poverty-related issues. They may not be officials with limited, specialized, or administrative responsibilities.

- 1 2 7
5. Representatives of the Poor: Board seats will be allocated geographically insofar as possible to provide representation from the complete tri-county area.

Representatives may qualify by representing a specific organization whose membership is comprised predominately of disadvantaged persons, or by representing an organization whose purpose is to aid the disadvantaged.

Representatives shall be chosen to assure the maximum feasible participation of low-income persons. The following method must be followed.

- a. Annually, the Board of Directors shall issue a Public Notice of Solicitation of Petition for group representation for vacant seats. Said notice shall be through local media, and shall be given forty-five (45), twenty (20) and ten (10) days prior to the deadline for receipt of petitions.
 - b. Petitioners for representation shall submit evidence of organization through corporation papers or a statement of purpose.
 - c. The Board of Directors shall fill vacancies from those petitions submitted. Selection shall be at a public meeting which all petitioners shall be given notice of at least ten (10) days prior thereto.
 - d. Upon being selected for membership on the Board of Directors as a representative of the disadvantaged, the group or organization must then select a representative by democratic process of its members. This process will be documented to the Board with the minutes and a record of the vote at the meeting at which the member is selected.
6. Representatives of Private Organizations: Board seats will be allocated geographically insofar as possible to provide representation from the complete tri-county area.

Representatives shall be selected in the following manner to assure that the Corporation will benefit from a broad community involvement.

- a. Annually the Board of Directors will follow the same procedure as outlined for the selection of members of the poor as outlined in paragraph 5 above.

- b. Upon being selected for membership on the Board as a representative of the private sector, the group or organization must select a representative and notify the Board in writing of the selection.

C. ALTERNATE REPRESENTATIVES

1. Public Official: Each public official shall designate in writing one person to serve as an alternate whenever the official is unable to attend.
2. Representatives of the Poor: Each group or organization represented on the Board shall, at the time a representative is designated also designate an alternate to serve in the absence of its regular Board member. The same process used to select the representative shall be used to select the alternate.
3. Representatives of Community Organizations: Each group or organization represented on the Board shall, at the time a representative is designated, also designate an alternate to serve in the absence of its regular Board member. The same process used to select the representative shall be used to select the alternate.
4. Only designated alternates may attend Board meetings.

D. TERMS OF BOARD MEMBERSHIP

1. Public officials shall serve as long as that official remains in office. An alternate designated by the public official shall serve at the discretion of that public official, and only so long as the public official is eligible to serve.
2. Terms of all other Board members shall start at the first Board meeting in January and continue until the Board meeting in January in the fourth year.
3. In January of each year, each group representing the community and the disadvantaged shall re-affirm in writing its representative and alternate representative.

E. VACANCIES

A vacancy in a Board position exists when:

1. The representative notifies the chairperson in writing of his/her resignation, or;
2. The chairperson is notified in writing by the designating official of the removal or replacement of a public official representative, or;

3. A representative of a community or disadvantaged group fails to attend any (2) two consecutive meetings without prior excuse.

4 D. FILLING VACANCIES

1. When a seat of a public official is vacant, the Board shall ask the designating officials to select another public official to fill the seat.
2. When a seat of a representative of the community or disadvantaged group is vacant, the Board shall ask that group to name another representative to fill out the term.