Bank On Oregon Charter

Bank On Oregon mission:

- Bank On Oregon works to ensure that all Oregon residents have access to safe and affordable bank and credit union accounts. The Bank On Oregon coalition is a collaborative initiative among banks, credit unions, community organizations, and federal, state, and local government committed to improving the financial well-being of Oregonians.

Leadership:

- The coalition will operate with two co-chairs who will serve staggered two-year terms.
- Co-chairs can be re-elected to consecutive terms without limit.
- Make-up of chairs: one financial institution representative is required, and one community-based organization representative is preferred.
- Generally, co-chairs should be elected from the advisory board, but they can be elected from the general coalition membership.
- If someone leaves the co-chair position before their term ends, the person elected to fill the vacancy will fill the remainder of the resigning co-chair's term. Then, a new election will take place.
- Co-chairs will be elected by a majority vote of advisory board members.
- The co-chairs are members of the advisory board.
- Coalition members and advisory board members can self-nominate to be selected as a co-chair.

Responsibilities of the co-chairs:

- Facilitate advisory board meetings
- Facilitate agenda development and goal setting discussions
- Facilitate decision-making
- With the advisory board's input, create subcommittees or workgroups as needed to advance the coalition's goals
- Facilitate or delegate facilitation of coalition meetings
- Communicate or delegate communication of advisory board needs to Oregon Division of Financial Regulation (DFR) support staff

Advisory board size and membership:

- General guideline for make-up: 8-10 members, with a preference for: one DFR member, two financial institution members, two community-based organization members, one federal or state agency member, one representative from the Oregon Bankers Association, and one representative from GoWest Credit Union Association.
- The advisory board must have at least one credit union member and one bank member.

- Coalition members can nominate themselves for selection to the advisory board.
- A majority vote of current advisory board members is used to confirm nominees to board membership.

Roles of advisory board members:

- Attend and actively participate in advisory board meetings
- Attend and actively participate at coalition meetings
- Provide guidance and direction for the coalition's work
- Provide input on agenda setting
- Encourage coalition member engagement opportunities - for example encouraging volunteers for subcommittee work
- Make decisions by consensus and with the input of coalition members when applicable. In the event of a tie, the senior co-chair acts as tie-breaker.

Attendance expectations for advisory board members:

- It is important that advisory board members make attending Bank On advisory board and coalition meetings a priority.
- The co-chairs will proactively and constructively address attendance concerns directly with the advisory board member.
- Members that attend less than 50% of coalition and advisory board meetings within a year may be removed from the advisory board at the discretion of the co-chairs and with input from advisory board members.
- Exceptions to the attendance requirement may be made for extenuating circumstances.

Advisory board member term length:

- Advisory board members will serve terms of two years. Advisory board members can be elected to serve consecutive terms.
- The two-year term can be renewed once. Advisory board members can serve more than two terms if there are no other candidates for the position of the incumbent.

DFR support staff responsibilities:

- Hosting and maintaining the Bank On Oregon website
- Utilizing the Department of Consumer and Business Services communications team to support design work on Bank On Oregon publications
- Administrative support for coalition and steering committee meetings including notetaking, coalition communication, meeting scheduling, and setting up and hosting virtual meetings
- Maintaining coalition records
- Liaising with the Cities for Financial Empowerment Fund
- Managing payments and deposits on behalf of Bank On Oregon
- Promoting Bank On at community events

- Providing support to co-chairs as capacity allows

Committees:

- There will be an on-going committee of three welcome ambassadors.
  - Welcome ambassadors will support new member onboarding with 15-30 minute intro to Bank On Oregon meetings.
  - Welcome ambassadors will also support community speaking requests.
  - Welcome ambassadors will serve one-year commitments. Welcome ambassadors can serve multiple terms without limit.
- The advisory board may create additional committees as needed with a majority vote of board members.

Meeting frequency:

- Generally, the advisory board should meet four times a year.
- Generally, coalition meetings should occur four times a year.

Amending the charter:

- The advisory board may propose amendments to the charter. Proposed amendments must be presented and discussed at a coalition meeting.
- The charter can be amended with a two-third vote of voting coalition members. A voting coalition member is a person that has attended at least one coalition meeting in the last four quarters and has confirmed their membership. For the amendment to pass, at least 51% of voting members must submit a vote.
- Voting for amendments will begin at the coalition meeting when they are presented and coalition members will be given seven calendar days from that point to vote. The vote will take place electronically.

Coalition indemnity:

The coalition agrees to indemnify, defend, and hold harmless its members from and against any and all claims, liabilities, damages, losses, costs, and expenses (including reasonable attorney's fees) arising out of or related to the performance of their duties on behalf of the coalition, except to the extent such claims result from willful misconduct, gross negligence, or unlawful acts.

This indemnification shall apply to the fullest extent permitted by applicable law and shall survive the termination of any relationship with the coalition.