

Bylaw Committee Suggestions

Article IX: Amending or Revising Bylaws

Section 9.02 A committee to recommend amendments or revisions to bylaws shall be appointed when deemed necessary.

(That is this committee)

Section 9.03 Proposed amendments shall be introduced at a regular meeting.

Section 9.04 Proposed amendments shall be included on the agenda for the next regular or annual meeting.

Article III. Board of Directors

F. shall comply with the conflict of interest declaration requirement before casting any vote at a regular meeting *(form available on web site)*

Section 3.02 The Directors and Alternate Directors (candidates not elected as directors):

F. Alternates shall serve a one-year term and be eligible for re-election for up to four consecutive terms.

Article IV. Meetings

Section 4.01 All meetings shall comply with Alaska Open Meeting and with Notice of Members' Meetings. All meetings are open but there is no general right of participation for the public. The chair at the relevant meeting will determine participation.

2. Held on third (3rd) Wednesday of each month (*change?*)

C. Annual Meeting (regular October meeting) *needs overhaul*

1. General members elect Board of Directors and receive officer and standing committee reports

a) Nominations are received at the regular September meeting.

b) Election is held at the regular October

meeting.

c) Public notice of nominations made immediately following September meeting

d) In order to vote for Directors, General Members must be qualified to register to vote in Matanuska Susitna Borough.

e) General members may vote by mail or from noon to 6 pm before the October meeting

f) Election will be first order of business at October meeting

g) After announcement of results, elected board will hold executive netting to elect officers, then resume meeting

h) 14 days notice required

C. Election of Board Members and Annual Meeting

- 1. Announcement of coming election will be made in the August agenda including instructions on where (on web site Home>Directors or at library) to get an Application for Candidate and that all applications are due at the beginning of*

- the September meeting.*
- 2. Formal nominations will be made after reviewing Applications at the Council's September meeting.*
 - 3. Absentee voting and ballots will be available on the council's web site and at the Sutton Public Library between the conclusion of the August meeting until the beginning of the September meeting. Mail in ballots should be addressed to the Sutton Public Library, 11301 N. Chickaloon Way, POB 266, Sutton AK 99674.*
 - 4. All ballots will be kept in a locked ballot box.*
 - 5. The order of the annual meeting is:*
 - Call to order*
 - End of year reports from the President, Secretary, Treasurer and any active committees.*
 - Opening of ballot box and public counting of votes.*
 - Introduction of newly elected and continuing Board Members.*

- *Current Board holds Executive Meeting to elect officers.*
- *Board returns to announce officers and close meeting.*

G. Committee Meeting

1. General members appointed to advise the Board on a specific matter (*board members have also been on committees*)

Section 4.03 Unless otherwise addressed in these bylaws, Robert's Rules of Order Newly Revised will be used as a guide for conducting the meetings. (*Posted on on website at Business>Bylaws*)

Section 5.02 Standing Committees are designated each year by the Board at its first meeting after the Annual Meeting. (*Review for changes and appoint members*)

A. Ethics/Conflict of Interest Committee

1. reads and approves Director's Statement of Commitment Form
2. ensures forms are updated as needed

B. Trails Committee (Limited Advisor)

1. Keeps informed of trails activities within Council boundaries
2. Reports to Board

C. ECommunications Committee

1. Monitors policy for electronic communications which are in any way related to the Council or Board, their work, or their people.
2. Council Secretary will be responsible for all Ecommunications.
3. All electronic communications must be retained in Board's permanent records.

Section 5.03 Ad Hoc Committees shall be automatically dissolved when its assignment is complete or at the time of the Board's Annual Meeting unless its continuation is explicitly re-authorized by the Board.

A. Audit Committee

B. Election Committee

Section 5.06 Each committee chair may recruit help from an expert or knowledgeable person in order to better perform their duties. None of these people will have voting rights, their purpose is to advise and assist the committee chair appointing them

Section 6.01 Voting:

E. An alternate may be seated to reach a quorum. *(Explained differently in Section 7.01 Absences B. When absence is unavoidable Director shall contact an Alternate Director to fill seat at meeting)*

K. A. All motions which are made and seconded shall be placed under General Orders for the next regular meeting. except date sensitive motions shall be voted on immediately following a second and discussion.

Article VII. Absences, Resignation, Termination, Vacancies

Section 7.01 Absences

B. When absence is unavoidable Director shall contact an Alternate Director to fill seat at meeting_ *(if alternate is not contacted, Should absence be unexcused)*

C. Chair and Directors will be responsible to deal with any Director who has three (3) absences. *(Need to check if George Rauscher has excessive absences)*

Bylaws do not address excused, unexcused absence.