

Possible April 2004 Bylaws Amendments

Section 4, Board of Directors (Subsection “Meetings”)

Meetings: Unless specifically changed by action of the Board of Directors, meetings of the Board are held on the fourth Thursday of the months of February, April, June, July and September and on the second Thursday of December. ~~Exceptions to this schedule are (1) a combined November-December meeting, held on the second Thursday of December, and (2) the cancellation of the meeting which would normally be held on the fourth Thursday in August.~~ The Board of Directors may also be convened at the request of the Chair or by four members, provided that notice of such a meeting is provided to all members no less than 48 hours in advance. All meetings of the LCOG Board of Directors are conducted in compliance with the Public Meeting Law of the State of Oregon (ORS 192.610 - 192.695) and under the general provisions of *Robert’s Rules of Order, Revised*. The locations of regular or special meetings of the Board are established by action of the Board, but such locations in all cases shall comply with State law with regard to non-discrimination and accessibility. Proper public notice, as specified by State law, is provided for all meetings of the LCOG Board of Directors.

Section 5, Officers (Subsection “Nomination and Election”)

Officers

Nomination and Election: At the regular ~~October~~ September Board meeting of each calendar year, the Chair of the Board of Directors appoints a Nominating Committee, comprised of not less than three members of the Board, and seeks Board confirmation, by motion, of that appointed body. At the last regular Board meeting of each calendar year, the Nominating Committee places in nomination the names of Board members for the positions of Chair and Vice Chair. Further nominations from the Board members present are sought, and an election held for the positions of Chair and Vice Chair. All duly designated voting members of the LCOG Board of Directors, including present and past office holders, are eligible to be nominated and elected to office. Officers elected at the last first meeting of the calendar year assume their respective duties as of January 1.

Section 5, Officers (Subsection “Duties”)

Duties: The Chair of the Board of Directors shall preside at all meetings of the Board, and shall be entitled to vote on all matters before the Board; shall speak on behalf of the Board; shall make and present to the Board for confirmation appointments of Board members to various advisory committees, associations and councils; and shall facilitate the ~~annual~~ evaluation of the performance of the LCOG Executive Director. The Vice Chair shall assume the duties of the Chair in his/her absence.

Section 6, Executive Committee (Subsection “Duties”)

Duties: The Executive Committee is responsible for addressing policy issues which require action between regular meetings of the Board, including advocacy positions for communication to other levels of government; for providing counsel and direction to the Executive Director regarding administrative matters; for annually assisting the Executive Director in the preparation of a draft Work Program document for submission to the Board; for assisting the Chair in the ~~annual~~ evaluation of the performance of the Executive Director; and for addressing other tasks as may be required by the Board.

Section 6, Executive Committee (Subsection “Meetings”)

Meetings: The Executive Committee meets at the call of the Chair or the Executive Director. ~~Regular meetings of the Committee are scheduled for the third Thursday of the month with an established starting time of 7:30 p.m.~~ Meetings of the Executive Committee are conducted in compliance with State laws with respect to public notice, accessibility and non-discrimination.

Section 8, Fiscal Process (Subsection “Budget”)

Budget: LCOG’s budget process is conducted under the provisions of State law (ORS 294.900-930). The agency utilizes a six-member Budget Committee, comprised of three members of the Board of Directors and three citizens. The latter serve overlapping three year terms, with one citizen appointment made by the Board each year. In ~~March-December~~ of each year, a budget process schedule is developed by staff and submitted to the Board for approval. Public recruitment for candidates for appointment to the vacant citizen position on the Committee is also initiated. In ~~April~~February, the Executive Committee reviews the credentials of candidates and makes a recommendation to the Board for a citizen appointment and three appointees to the Budget Committee from the Board. After appointment and confirmation by the Board in February, the Budget Committee fulfills the obligations set forth in State law and considers the budget proposal prepared and submitted by the Executive Director. By the end of May, the Committee approves a Budget document for the consideration

of the Board. That recommendation is the subject of a duly advertised public hearing by the Board in June, after which final adoption by resolution is scheduled. During the fiscal year, one or more Revised Budgets may be submitted to the Board by the Executive Director and the Budget Committee for adoption. ~~The Budget Committee is not used to consider such Revised Budgets.~~