

## **BYLAWS OF THE LANE ECONOMIC COMMITTEE**

### **ARTICLE I: Name**

This Committee, being duly and officially established by the Board of Directors of the Lane Council of Governments (LCOG) shall be known as the Lane Economic Committee (LEC).

### **ARTICLE II: Purpose and Functions**

The purpose of the LEC is to provide policy direction for LCOG's economic development program, including, but not limited to, the following functions:

- a. Advising LCOG on such economic development issues as may arise.
- b. Participating in the development and adoption of the annual Overall Economic Development Plan (*called Comprehensive Economic Development Strategy as of 2000*), including reviewing and ranking funding requests.
- c. Coordinating functions with Linn, Benton, and Lincoln County Economic Development District member committees.
- d. Providing a region-wide forum to facilitate information exchange.
- e. Initiating such reports, plans, and studies, including annual work programs, as may be necessary to promote the expansion and development of business and industry in the county.
- f. Performing such other duties and responsibilities as may be assigned by LCOG.

### **ARTICLE III: Membership**

Section 1: General Membership. The LEC shall consist of 15 voting members and such non-voting ex-officio members as may be approved by the members. Members shall be representative of business, education, industry, finance, governments, the professions, labor, and related occupations, and be representative of the geographic areas of the county. One of the members representing government shall be a Lane County Commissioner. The Lane County Board of Commissioners shall nominate a Commissioner for appointment to the LEC should a vacancy occur for this representation.

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Section 2: Appointment. Members of the LEC shall be appointed by the LCOG Board of Directors. Members may designate an alternate who shall have voting privileges in the member's absence.

Section 3: Tenure. The term of office for a voting member shall be three years. Members shall not serve more than three consecutive terms. Former members may reapply for appointment after a term out of office. If a member is appointed to represent government, that member may serve on the LEC representing government only as long as the member continues in the member's government position. A vacancy shall be declared when a member representing government no longer holds a government position.

Section 4: Removal of Members. A member who fails to attend three consecutive regular meetings without prior excuse from the Chairperson of the Committee may be asked by a majority vote of the Committee to submit a resignation.

Section 5: Vacancies. A vacancy created by the resignation or removal of a member shall be filled by the Board of Directors with an appointment for the unexpired portion of the term.

**ARTICLE IV: Voting**

Each member of the Committee or their alternate shall be entitled to one vote on all issues presented at regular and special meetings at which the member is present. An ex-officio member shall not have a vote.

**ARTICLE V: Meetings**

Section 1: Regular Meetings. The Committee shall establish the time and the place for conducting regular meetings.

Section 2: Special Meetings.

- a. Special meetings may be held as necessary.
- b. Special meetings may be called by the Chairperson, Vice-Chairperson, or a majority of the committee.
- c. The person (s) calling such a meeting shall fix the time and place for the holding of such a meeting.

Section 3: Notice of Meetings. Notice of all meetings shall be given to all members and ex-officio members at least three days prior to such meetings.

Section 4: Conduct of Meetings.

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- a. Eight members shall constitute a quorum of the LEC.
- b. All formal actions shall require the vote of at least a simple majority of the members present.
- c. All meetings shall be conducted in accordance with “Robert’s Rules of Order, Newly Revised,” and the Oregon Open Meetings Law.

**ARTICLE VI: Officers and Duties**

Section 1: Officers

- a. The officers of the Committee shall be a Chairperson and Vice-Chairperson elected by the voting membership for a 12-month term.
- b. In the event an officer is not able to complete a full term, the vacated office shall be filled by an election at the next meeting of the Committee.
- c. In the absence of the Chairperson and Vice-Chairperson, the Committee shall elect a Chairperson Pro Tem for the particular meeting in question.

Section 2: Duties

- a. The Chairperson shall preside at all meetings and is entitled to vote on all issues.
- b. The Vice-Chairperson shall perform all duties of the Chairperson when the Chairperson is absent. The Vice-Chairperson is entitled to vote on all issues.
- c. In the absence of the Chairperson and Vice-Chairperson, the Committee shall elect a Chairperson Pro Tem for the particular meeting in question.

**ARTICLE VII: Subcommittees**

Section 1: Pro Tem Subcommittees

- a. Pro Tem subcommittees may be appointed by the Chairperson as needed.
- b. Members of the Pro Tem subcommittee shall serve until the work of the subcommittee is complete or until their successors have been elected or appointed.

Section 2: Subcommittee Officer. Each subcommittee shall have a Chairperson appointed by the LEC.

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Section 3: Subcommittee Meetings. Meetings of each subcommittee may be called by the Chairperson or Vice-Chairperson of such committee. Notice of such meetings shall be given to all subcommittee members at least two days prior to such meeting. A majority of the members of each subcommittee shall constitute a quorum, and an act of the majority of the quorum present at the subcommittee meeting shall constitute the act of such subcommittee.

**ARTICLE VIII: Amendments to Bylaws**

These bylaws may be amended or repealed, or new bylaws may be adopted by a simple majority vote of the members of the Committee present at any regular or special meeting called for that purpose at which a quorum is present. Written notice of such proposed amendment and the nature thereof shall have been given to the membership of the committee at least seven days prior to the date of the meeting at which the amendments are to be considered.

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