

# **Vashon-Maury Island Community Council Bylaws**

As Amended October 19, 2009

## **ARTICLE I - NAME**

Section 1: The name of this non-profit corporation is the Vashon-Maury Island Community Council.

## **ARTICLE II - PURPOSE**

Section 1: The Vashon-Maury Island Community Council is a forum for discussion of issues relevant to the residents of Vashon and Maury Islands. The Council is recognized by King County as an Unincorporated Area Council. The Council makes recommendations to King County government and other public and private groups. The Council is not a legislative body.

## **ARTICLE III - MEMBERSHIP**

Section 1: All Vashon-Maury Island residents are members of this Council.

Section 2: Only those members 18 years of age and older may vote. In addition, one or two people ages 16 and/or 17 may become full voting members if they are elected (or confirmed) to the VMICC Board.

Section 3: The Vashon-Maury Island Community Council shall not discriminate against individuals/groups on the basis of race, religion, color, sex, sexual orientation, disability, national origin, income, or political affiliation.

## **ARTICLE IV -- ALL MEETINGS**

Section 1: All meetings are open to all members and interested visitors. Minutes shall be recorded at every general, committee, and executive board meeting. The names of all board members in attendance shall be entered into the minutes of every meeting. General meetings shall be held at least monthly, time and place as designated and publicized by the Board.

Section 2: The will of the Community Council of Vashon-Maury Island shall be expressed by the voting members present at a general meeting.

Section 3: The November general meeting is designated as the annual meeting.

Section 4: The quorum requirement for general meetings is twenty five (25) members.

Section 5: Motions presented at any general meeting shall be voted on at the next general meeting except as follows:

a. The Board may by a two thirds (2/3) vote either refer the motion to the appropriate committee or refer it to another venue, subject to reversal by a two thirds (2/3) vote of the members present at a general meeting.

b. A motion may be declared Urgent (not relevant if delayed) and be voted on at the same general meeting if authorized by a two-thirds (2/3) vote of the Board members present (with a minimum of three YES votes) and by a two-thirds (2/3) vote of the Council members present. If a motion is declared Urgent, passage requires approval of two-thirds (2/3) of the council members present. If a motion is not Urgent, it becomes a regular motion unless withdrawn immediately by the maker and the second.

Section 6: "Robert's Rules of Order, Newly Revised, 10th Edition, Henry Robert III," shall be used as the authority in all matters of parliamentary procedure, where applicable, and in which they are not inconsistent with the bylaws or special rules of order of the Council.

## **ARTICLE V -- THE COMMUNITY COUNCIL BOARD**

Section 1: The Community Council Board shall consist of nine members elected bi-annually at the November general election in even numbered years, to take office December 1. Board members shall run and serve in a non-partisan capacity.

Section 2: The Board shall meet at least monthly in open, scheduled, public meetings; five members constitute a quorum.

Section 3:

- a. The Board shall develop an annual budget for the coming calendar year, subject to approval at the November general meeting. The treasurer is authorized to disburse funds in accordance with the budget and such policies as the Board may develop.
- b. For expenses not previously identified in the budget, the Board may authorize disbursements in amounts up to \$500; disbursements of over \$500 must be authorized by motion at a general meeting.

Section 4: The primary duties of the Board are to:

- a. Set agendas for the general meetings.
- b. Implement decisions taken at the general meetings.
- c. Serve as interface between the community and other government entities.
- d. Monitor and evaluate all committees.
- e. Develop policies subject to approval at a general meeting.

Section 5: The Board, in its function as interface between the community and other government entities, is to represent the will of the membership as expressed in general meetings.

Section 6: Board members, as publicly elected officials of the Council, are expected to maintain high ethical standards in conducting Council affairs, including:

- a. Avoiding conflict of interest, or the appearance of conflict of interest, by abstaining from discussion or action in any matter before the Council in which they, their family, or close associates have a material interest.
- b. Considering the interests of the community as a whole in determining their action on any matter before the Council.

Section 7: Board members are subject to removal by regular motion at one general meeting, to be voted on by the members present at the next general meeting. Removal requires a two thirds (2/3) vote of the members present, by written ballot.

Section 8: Vacancies on the Board shall be filled by the Board, subject to confirmation by the members present at the next general meeting.

## **ARTICLE VI -- OFFICERS**

Section 1: The officers of the Council shall be a President, Vice-President, Clerk, Secretary, and Treasurer.

Section 2: The Board shall elect the officers of the Council from among its members at the December Board meeting.

Section 3: The officers shall have and perform such duties as are customarily performed by similar organizations, subject to directions by the general membership, and such additional duties as the Board and these bylaws shall assign.

President -- The president shall preside at all meetings of the Board and the Council. The president is an ex-officio member of all committees.

Vice-President -- The vice-president shall act in place of the president or the clerk during either's absence.

Clerk -- The clerk shall be responsible for recording votes and minutes, and supplying minutes to the Vashon Library.

Secretary -- The secretary is responsible for handling the mail and correspondence of the Council and Board.

Treasurer -- The treasurer shall have custody of all Council funds, disburse funds as authorized in Article V, Section 3 of these bylaws, maintain customary financial records, and prepare such financial reports as the Board directs.

Section 4: Officers are subject to removal by regular motion at one Board meeting, to be voted on by the Board members present at the next Board meeting. Removal requires a two thirds (2/3) vote of all confirmed Board members, by written ballot.

Section 5: Officer vacancies shall be filled by the Board at its next regular meeting.

## **ARTICLE VII -- NOMINATIONS**

Section 1: A nominating committee of three non-Board members shall be elected at the August general meeting in even numbered years. The nominating committee is to find members, other than themselves, willing to

run for Board positions in the November elections.

## **ARTICLE VIII -- COMMITTEES**

Section 1: Standing committees are Transportation, Public Safety, Governance and Policy, Land Use and Natural Resources, Sustainable Practices, Diversity, Youth Advisory and Outreach. Interim committee chairs shall be appointed by the president. Committees shall elect permanent chairs at their first meeting, and annually thereafter, subject to ratification by the Board.

Section 2: The Board or the membership shall create ad hoc committees as necessary. Interim committee chairs shall be appointed by the President. Committees shall elect permanent chairs at their first meeting, and annually thereafter, subject to ratification by the Board.

Section 3: The Board shall review all ad hoc committees annually following the election of new officers. Committees may be asked to continue at the discretion of the new officers or by vote of the membership.

Section 4: Committee chairs are subject to removal by regular motion at one committee meeting, to be voted on by the committee members present at the next committee meeting.

Removal requires a two thirds (2/3) vote of the committee members present, by written ballot. Upon removal of a committee chair, the committee shall elect a new chair, subject to ratification by the Board.

## **ARTICLE IX - AMENDMENTS**

Section 1. Any proposed amendment to these By-Laws shall be required to be signed by five voting members and be presented in writing at a general meeting.

Section 2. The Governance and Policy committee shall study the proposed by-law amendment and present a report to the Council addressing the impact of the proposed by-law amendment, outlining arguments in favor and opposed (if any) to the proposed by-law amendment. The committee may provide majority and minority reports to meet this requirement. The report or reports required shall be submitted to the Council at the regularly

scheduled general meeting one month preceding the vote.

Section 3. The vote on the proposed by-law amendment shall occur at the April or October general meeting, but no sooner than three months following the submission of the proposed by-law amendment to the council.

Section 4. Passage of the proposed by-law amendment shall require at least a two-thirds vote of the members present at the general meeting at which the vote is taken.