

**BYLAWS OF
MALHEUR COUNTY UTILITY COORDINATING COUNCIL**

ARTICLE I

Name

The name of this organization shall be:

Malheur County Utility Coordinating Council

ARTICLE II

Purpose

The purpose of this Council is to promote the organized planning and installation of underground & overhead utilities in an effort to preclude or minimize conflicts and to the protection of those facilities once placed.

ARTICLE III

Membership

Section 1. Membership Eligibility and Admission Procedure: Membership shall consist of representatives from various utilities, concerned public agencies, contractors and interested parties. Though new members will be considered at any time, Membership Drives shall be conducted in January of each year. Admittance of new members shall be decided by a majority vote of existing members.

Section 2. Member Definition/Clarification: A member is the various utility, public agency, contractor, etc. A member may have multiple representatives but there shall be only one vote per member.

Section 3. Dues: Annual dues are required to maintain current membership status. The amount of said dues shall be determined by a majority vote (ie, 2018 dues are \$35). An invoice for dues shall be sent out by February 28th of each year to prior years membership roles, due in 30 days. Prompt payment of dues enables planning of council expenditures for payment of Local Council dues to State Council, public awareness campaigns and/or other functions deemed appropriate by the Council.

ARTICLE IV

Officers

Section 1. Officers and Duties: The Council shall have the following officers;

President:	The president shall conduct meetings, Be the liason between the State Council and Local Council, Perform other duties deemed appropriate by the Council.
Secretary	Record Minutes of Meetings, Send Meeting Notices and Invoices for Dues. Fill in for the President during absences. Perform other duties deemed appropriate by the Council.
Treasurer:	Keep accurate account of finances and Disburse funds as authorized by the Council. Fill in for the President during absences. Perform other duties deemed appropriate by the Council.

Section 2. Election of Officers: Annual election of officers shall be conducted at the regular meeting in February of each year.

Section 3. Term Limits: No member shall hold more than one position at a time. There will be no term limits but all members are encouraged to take a turn in serving the Council.

ARTICLE V

Meetings

Section 1. Regular Meetings: Schedule for regular monthly meetings shall be determined by the membership.

Section 2. Special Meetings: Special meetings may be called when approved by majority membership. Special meetings may be for items such as special guests availability, coincide with or in cases of conflict with other functions. Notice of special meetings will be communicated to all members at least 3 days prior.

Section 3. Quorum: A Quorum shall be eligible members that are present during a regular meeting. A Quorum will be required to conduct any business of the council that requires a vote. Regular meeting attendance is therefore essential for the council to function properly.

ARTICLE VI

Parliamentary Authority

The rules contained in *Robert's Rules of Order Newly Revised* shall be used as a guide to govern the business of the Council.

ARTICLE VII

Amendment of Bylaws

These bylaws may be amended at any regular meeting of the Council by a majority vote, providing proposed changes are transmitted to all members at least 3 days prior.

These Bylaws were approved and adopted on 7/9/18.