

Amended 4/6/98

**THE CARTERET COUNTY MAYORS' COMMITTEE
FOR PERSONS WITH DISABILITIES**

BYLAWS

(Published 3/30/98)

ARTICLE I: Name

The name of this organization shall be "The Carteret County Mayors' Committee For Persons With Disabilities" hereafter known as The Committee.

ARTICLE II: Goals and Objectives

The principal GOAL of the committee is to improve and enhance the quality of life for the disabled residents of Carteret County.

This goal can best be realized through the attainment of the following OBJECTIVES:

1. To offer assistance and information to disabled citizens of Carteret County relating to available resources and approaches in adjusting with their disabilities.
2. To support and promote community and state efforts to develop appropriate job opportunities for persons with disabilities.
3. To identify problems encountered by citizens with disabilities in the county and recommend the appropriate solutions to relevant authorities.
4. To inform the community regarding existing laws pertaining to the rights of persons with disabilities.
5. To foster positive community attitudes toward the role of persons with disabilities as participating members of the Carteret County community.

ARTICLE III: Membership

Section I: Appointments

The Committee shall be composed of residents of Carteret County. There shall be no limit to the number of members of The Committee. All appointments shall be made in writing by the respective mayors and/or county commissioners at the beginning of the members' terms and shall be automatically renewed at the beginning of each fiscal year.

Section II: Composition

Members on The Committee shall be selected so as to reflect a typical cross-section of the economic, social, racial, age, range of disabilities, and gender composition to the Carteret County community.

Section III: Terms

Members shall serve on The Committee until their membership is either terminated under Article III, Section IV of the Bylaws or until they submit their resignation in writing as described under Article III, Section V of the Bylaws.

Section IV: Termination of Appointment

At the discretion of the majority of the members of The Committee, The Committee shall petition the appointing Mayors to terminate the appointment of those members who have missed three (3) consecutive meetings without presenting to the Chairperson an explanation showing just cause.

Section V: Resignation of a Member

As a courtesy to The Committee, any member who wishes to withdraw from The Committee shall indicate his/her wishes to the Chairperson.

ARTICLE IV: Officers

Section I: Titles

The officers of the committee shall consist of a Chairperson, Vice-Chairperson, Secretary, and Treasurer.

Section II: Chairperson

The Chairperson shall preside at all meetings of The Committee and shall possess the authority to represent The Committee and act on its behalf subject to its declared policies. The Chairperson shall appoint, in conjunction with The Committee's other officers, all subcommittees, unless otherwise directed by the membership of The Committee. In addition, the Chairperson shall serve as an ex-officio member of all subcommittees and shall perform all other duties normally associated with this office.

Section III: Vice-Chairperson

It shall be the responsibility of the Vice-Chairperson to perform the duties of the Chairperson in the absence of the latter. The Vice-Chairperson shall also perform such other duties as may be designated to him/her from time-to-time by the Chairperson.

Section IV: Secretary

The Secretary shall be responsible for keeping the completed and accurate minutes of all meetings of The Committee and shall be responsible for the mailing of minutes prior to each regular meeting of The Committee.

Section V: Treasurer

The Treasurer shall be responsible for handling all Moines and financial reports.

ARTICLE V: Annual Meeting and Elections**Section I: Annual Meeting**

The annual meeting of The Committee shall be conducted during the last meeting of each calendar year. The calendar year shall constitute the fiscal year of The Committee.

Section II: Election of Officers

Election of officers will be held at the annual meeting.

Section III: Terms of Offices

The term for each office shall be for one year.

Section IV: Vacancies

If there is a vacancy for any reason in the office of Chairperson, the Vice-Chairperson shall immediately ascend to the office of Chairperson and shall have all the powers and perform all the duties of the office.

If there is a vacancy for any reason in the office of Vice-Chairperson, Secretary, of Treasurer, said vacancy shall be filled as soon as possible through the regular election procedure.

ARTICLE VI: Meetings**Section I: Regular Meetings**

Regular meetings of The Committee shall be conducted at such time and place as designated by The Committee.

Section II: Quorum

A quorum shall exist if fifty percent (50%) of The Committee is present. A quorum is necessary in order to conduct elections.

Section III: Special Meetings

Special meetings of The Committee may be held at such time and place as may be determined by the Chairperson or a majority of the members of The Committee. The Secretary must notify all members of The Committee of the upcoming special meeting by a minimum of twenty-four (24) hours prior to said meeting.

Section IV: Public Meetings

All meetings of The Committee at which official actions taken shall be open to the general public and representatives of the Media. In special circumstances, The Committee may meet in executive session.

Section V: Parliamentary Procedures

The latest edition of "Roberts Rules of Order" shall constitute the official parliamentary guide for all meetings of The Committee.

ARTICLE VII: Subcommittees

Section I: Appointments

The Chairperson with the concurrence of the membership of The Committee shall annually appoint the subcommittees provided for in these Bylaws and such other committees as he/she may deem, from time-to-time, to be advisable. The terms for membership on subcommittees shall be concurrent with the term of office of the Chairperson who appoints them, or such shorter periods as the Chairperson may designate.

Section II: Standing Subcommittees

The following subcommittees shall represent the Standing Subcommittees of The Committee: Access, Advocacy, and Awareness.

Each subcommittee shall be responsible for administering activities normally associated with its title or as may be assigned by the Chairperson.

ARTICLE VIII: Amendments

Section I: Introducing Proposed Amendments

Proposals for amendments to these Bylaws shall be submitted in writing to the Chairperson of The Committee and may be initiated by the following:

1. Any of the designated subcommittees indicated in Article VII, Section II of these Bylaws.
2. The signatures of fifty percent (50%) or more of the membership of The Committee.

Section II: Proposals for Consideration

Any or all proposals for amendment(s) to these Bylaws shall be discussed by The Committee. After such discussion, the Chairperson may opt to refer such proposed amendment(s) to a special subcommittee for its consideration and recommendation to The Committee.

Section III: Notification

Written notice of the proposed change(s), in addition to a copy of the amendment(s) wording, shall be provided each member of The Committee in sufficient time for adequate consideration prior to the meeting at which said amendment(s) shall be voted upon.

Section IV: Voting Amendments

When the above described procedures have been utilized, the Bylaws of The Committee may be amended by two-thirds (2/3) of the membership at any meeting of The Committee.

Section V: Previous Rules, Procedures, and Bylaws Superseded

All rules, procedures, and previous provisions of The Committee's Bylaws are hereby superseded by the provisions of these Bylaws upon their adoption.

ARTICLE IX: Accountability

The Committee shall be accountable to the various mayors of Carteret County through the Carteret County Mayors Association.

Section I: Reports

The Committee, through the Chairperson, shall provide the Carteret County Mayors Association with a semi-annual report of The Committee's activities.