

ARTICLE I - NAME

The name of the organization shall be the Buena Vista County Trails Advisory Council.

ARTICLE II - MISSION STATEMENT

The mission of the Buena Vista County Trails Advisory Council is to assist and support the development, construction and promotion of a system of trails and trail routes within and throughout Buena Vista County and its associated communities and connection to outlying counties as well.

ARTICLE III - STATEMENT OF PURPOSE

The Buena Vista Trails Advisory Council (BVTAC) is established to advise the official decision making bodies of the representative county and municipal governments on matters related to:

- Promoting the development of trails within corporate and county areas;
- Coordinating activities among various interest groups focusing on trails and trail route developments within Buena Vista County;
- Other matters concerning trails within Buena Vista County.

BVTAC is established to provide leadership, promote public awareness and advocate action on matters related to trail and trail route development in Buena Vista County.

ARTICLE IV - MEMBERS

SECTION 4.1: The members of the Council shall at any given time be the persons who are then serving on the Advisory Council. The members of the Council shall perform all of their functions in their capacity as members of the Advisory Council.

SECTION 4.2: Membership on the Advisory Council shall consist of the following:

One (1) representative from each of the following, unless otherwise noted:* **

1. Buena Vista County Board of Supervisors
2. Buena Vista County Conservation Board
3. Representative from each City of Buena Vista County
4. Recreational group(s) - (3 members maximum subject to the approval of BVTAC)

Ex-Officio (non-voting membership)

1. Iowa Department of Transportation
2. Northwest Iowa Planning & Development Commission

3. Buena Vista County GIS/IT Department
4. Buena Vista County Planning & Zoning
5. Buena Vista County Road Department
6. Storm Lake United Marketing and Activities

- * Any member from the above groups may appoint an alternate. Said alternate must be appointed in writing to the BVTAC.
- ** Advisory Council membership may be altered by amending these bylaws in accordance with Article IX.

ARTICLE V - MEETINGS

SECTION 5.1: Meeting of the Advisory Council shall be held every three (3) months (quarterly) and at such time and place as the Chairperson may direct for the purpose of electing officers and for the transaction of such other business as may come before the meeting. Besides the quarterly meetings, the Council shall meet as necessary as determined by the Chairperson.

SECTION 5.2: Special meetings of the Council may be called by the Chairperson or by one third (1/3) or more of the members.

SECTION 5.3: The Council may designate any place, within the area to be served by the Council, as the place of meeting for any meeting or special meeting.

SECTION 5.4: Written electronic (email) notice of a meeting of the members shall be sent not less than seven (7) days or more than thirty (30) days prior to the meeting, except in the case of emergency meetings.

SECTION 5.5: A simple majority of those voting members present at any meeting shall constitute a quorum at any meeting.

SECTION 5.6: Any officer or member may be removed after notice and hearing by the Council whenever in the judgment of the Council, the best interests or well-being of the Council are served by doing so.

SECTION 5.7: Any member of the Council who is absent from three (3) consecutive meetings of the Council may be removed at the next regular meeting of the Council, unless said member has requested a leave of absence which cannot in any event run longer than one year or said member has appointed an alternate.

ARTICLE VI - VOTING, ELECTIONS, AND PROXIES

SECTION 6.1: Each member, or designated alternate, shall be entitled to one (1) vote on each matter submitted to the vote of the members.

SECTION 6.2: Proxy votes, in written and non-written form, shall not be allowed.

ARTICLE VII - OFFICERS

SECTION 7.1: The officers of the Council shall be a Chairperson, Vice-Chairperson, and Secretary. Secretarial duties will be conducted by the Northwest Iowa Planning & Development Commission as appointed by the BVTAC.

SECTION 7.2: The officers of the Council shall be elected annually by the Council during a regular meeting in the month of January, unless a vacancy occurs, in which case any vacancy of the officers shall be filled at the next meeting. Each officer shall hold office until their successor shall have been duly elected and shall have qualified.

ARTICLE VIII - FISCAL YEAR

The (current) fiscal year of the Council shall begin on July 1st of each year and end on June 30.

ARTICLE IX - AMENDMENTS

These by-laws may also be amended at any meeting of the Council provided written notice setting forth the substance of the proposed amendment has been sent to each member at least seven (7) days before the meeting. An affirmative vote by a quorum of those present at the meeting is required.