

BYLAWS

of the Metropolitan Soil and Water Conservation Districts Technical Service Area Joint Powers Board (Metro Conservation Districts, or MCD)

Article I – NAME

The name of this Joint Powers Board shall be: Metropolitan Soil and Water Conservation Districts Technical Service Area Joint Powers Board, (Metro Conservation Districts). This name may be abbreviated to MCD.

Article II – PURPOSE

The purpose of the MCD is to share ideas, identify issues, opportunities and solutions among Conservation Districts that have common metropolitan concerns regarding the protection and conservation of natural resources. In addition, the MCD works together to develop and implement joint activities for resource conservation.

Article III – MEMBERSHIP

Each dues paying Conservation District within the boundaries of the eleven county Metropolitan Area shall be deemed to be a voting member of the MCD. Each of these Conservation Districts shall appoint two persons from their elected boards to the MCD, one to serve as delegate and one to serve as alternate. Each delegate shall have one vote.

Article IV – DUES

Each District shall pay dues to the MCD of an amount to be determined by a majority vote of the membership. For purposes of dues and financial reports, the fiscal year shall be the calendar year.

Article V – OFFICERS

The officers of the MCD shall be a Chair, Vice Chair, a Secretary, and a Treasurer. The Secretary may also serve as Treasurer. District staff may support the duties of their elected officers. The Secretary's District shall be the repository of the records. The Treasurer's District shall be the repository of the financial records. The term of office shall be one year. Elections shall be held the first meeting of the year. An officer must be a continuing member of their respective elected board.

Article VI – POWERS AND DUTIES OF OFFICERS

The Chair shall preside at meetings of the MCD. If a vacancy in the office occurs, the Vice Chair will succeed at once to the office and an election for a new Vice Chair will be held at the next meeting. The Vice-Chair serves in the absence of the Chair. If a vacancy in either the Secretary or Treasurer position occurs, the Chair will call for an election at the next meeting and may appoint an officer pro-tem to serve until the election takes place.

The Treasurer shall deposit all funds that come into his/her possession in a bank approved by the MCD and shall make all disbursements by check for the necessary expenses of the MCD.

Checks shall be signed by the Treasurer, Chair or Vice Chair. Officers may not issue and sign checks to themselves. The Treasurer shall keep records of all receipts and disbursements. The Chair will appoint an Audit Committee to do an annual audit.

All elected officers shall act in concert as an Executive Committee to make interim decisions, including the calling of meetings. The Executive Committee will appoint committees as deemed necessary to carry on the work of the MCD.

Article VII – MEETINGS

All meetings of MCD will be in compliance with Minnesota’s Open Meeting Law (M.S. 13D). A minimum of three meetings shall be held each year. The first meeting of the year shall be designated as the official Annual Meeting. A quorum shall be a majority of the membership. Attendance by non-delegate Supervisors and staff is encouraged to allow maximum participation in the sharing of ideas and problems. In addition, a meeting may be called by agreement of the majority of the membership with one week notice to the membership. The MCD may support resolutions for consideration by the Minnesota Association of Soil and Water Conservation Districts.

Article VIII – PARLIAMENTARY AUTHORITY

The rules contained in the current edition of *Robert’s Rules of Order Newly Revised* shall govern the MCD in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the MCD may adopt.

Article IX – AMENDMENT OF BYLAWS

These bylaws can be amended at any regular meeting of the MCD by a 2/3 vote of the voting members in attendance, provided that the amendment has been submitted in writing and mailed to every member District at least one month prior to the meeting.

Dates on which the MCD Board took action to revise these Bylaws:

March 31, 2010

January 26, 2011

February 25, 2015 (latest)