

**BYLAWS OF THE
NORTH CAROLINA ASSOCIATION OF
RURAL PLANNING ORGANIZATIONS**

Section 1 – NAME

The name of this Association shall be the North Carolina Association of Rural Planning Organizations, hereinafter called the “Association.”

Section 2 – PURPOSE

The purpose of the Association is to:

1. Be a point of information exchange on transportation related activities including technical methods, procedures and standards.
2. Be a point of information exchange on air quality issues related to preparing the Implementation Plan required by Section 174 of the Clean Air Act.
3. Develop innovative transportation approaches to use limited financial resources more effectively in North Carolina.
4. Act as a vehicle for interacting with staff from state and federal departments.
5. Provide assistance to the North Carolina Department of Transportation on transportation related activities.
6. Serve as a consensus building organization for transportation issues of state and national importance.

Section 3 – MEMBERSHIP

Voting membership shall consist of the designated Lead Planning Agency contact of each RPO or representative designated by each Rural Technical Coordinating Committee (RTCC) Board Chairperson. Voting members are allowed to designate an alternate to attend meetings in their absence, providing such alternate meets the same membership requirements as the absent member. Nonvoting memberships shall include representatives from the North Carolina Department of Transportation.

Section 4 – OFFICERS

The officers shall consist of a ~~Chairperson, Vice Chairperson and Secretary~~Chairperson, Vice Chairperson, Secretary, and Immediate Past Chairperson. All officers shall be selected from the voting members and shall hereby be known as the executive committee.

A. **Chairperson** – The chairperson shall preside over the business and meetings of the Association and represent the North Carolina Association of Rural Planning Organizations before other bodies and committees as directed. The Chairperson shall appoint subcommittees as needed and may, if necessary, call special meetings of the officers to decide issues of policy or to develop agendas for future meetings. Subcommittee members are not required to be Association members.

B. **Vice-Chairperson** – The Vice-Chairperson shall perform all the duties of the Chairperson in his or her absence. In the case of resignation or loss of the Chairperson, the Vice-Chairperson shall serve as Interim Chairperson and shall appoint an Interim Vice-Chairperson until such time as the membership can duly elect a new Chairperson.

C. ~~C.~~ **Secretary** – The Secretary shall record the minutes and attendance of all Association meetings, prepare required reports, and perform other duties as required. Another Association member may perform these duties in the Secretary's absence.

D. **Immediate Past Chairperson** – The Immediate Past Chairperson shall assist the current Officers with duties as needed, and shall help to ensure a smooth transition between administrations. In the absence of the Chairperson and Vice Chairperson, the Immediate Past Chairperson shall serve as Acting Chairperson.

D. **Temporary Chairperson** – ~~In the absence of the Chairperson and Vice-Chairperson, Vice Chairperson, and Immediate Past Chairperson,~~ a Temporary Chairperson shall be selected by the members present.

Section 5 – ELECTION OF OFFICERS

The officers shall be elected annually at the last regular meeting. The term of offices shall begin ~~at the first regular meeting on~~ January 1 of the year following elections. Officers shall stay in office until successors are elected. A committee appointed by all officers shall make nominations. Officers shall be selected from voting members only. All officers shall be eligible to serve up to two (2) consecutive one-year terms.

Section 6 – MEETINGS

Scheduled meetings of the North Carolina Association of Rural Planning Organizations shall be held a minimum of two (2) times per year. Notice and agenda of meetings shall be held at the call of the Executive Committee. A quorum shall consist of a simple majority of voting members. Meetings shall be conducted according to Robert's Rules of Order, unless otherwise decided by the Association. Official action shall require a simple majority of those present and voting.

Section 7 – RESIGNATION

Any officer or member of the Association may resign his or her membership by a written notice.

Section 8 – AMENDMENTS

Amendments to these Bylaws shall be by two-thirds vote of the membership present of any scheduled Association meeting. The proposal for amendments to the Bylaws shall appear on the published agenda. The text of the proposed amendments to the Bylaws must be sent to all members with the meeting notice thirty (30) days prior to the scheduled meeting.

Adopted October 1, 2003; Amended April 30, 2004; Amended January 28, 2005

January 28, 2005

Date

John Marshall, Chairperson

Shelby Powell, Secretary