

BY-LAWS

For the

MOUNTAIN PLAINS REGIONAL COUNCIL OF NAHRO

Article I

Name and Jurisdiction

Section 1. The name of this organization shall be Mountain Plains Regional Council of the National Association of Housing and Redevelopment Officials.

Section 2. The Regional Council shall operate within the geographic area of Colorado, Montana, North Dakota, South Dakota, Utah, and Wyoming, subject to provisions of the Constitution of the National Association of Housing and Redevelopment Officials (Association), and these By-Laws.

Article II

Objectives and Purposes

Toward the attainment of the provisions of adequate housing for the entire people and toward the attainment of sound communities through the processes of development, preservation, conservation, rehabilitation, and redevelopment, the purposes of the Regional Council shall be:

- (1) To improve the standards and practice of all phases of administration directly related to the above objectives;
- (2) To develop and improve the professional standards involved in the administration of programs to achieve the above objectives;
- (3) To strengthen the capacity of the Association and Regional Council at all levels and to provide for (a) the exchange of knowledge and results of experience; (b) the conduct of meetings, training and educational programs for the exchange of information; (c) the improvement of program administration and (d) the enhancement of professional development opportunities;
- (4) To facilitate effective relationships among all levels of government in the development responsibilities;
- (5) To cooperate and collaborate with other agencies, associations, and groups, both public and private, having similar and related purposes.

Article III

Membership: Qualifications, Voting, Dues

Section 1. Individual and Agency Membership. Any individual or agency who is an active member in good standing or their respective State Chapter of NAHRO, and who resides within the geographical area of the region, shall be an active member of the Regional Council upon payment by their respective State Chapter of Regional Council dues as may be established by the Regional Council.

Section 2. Affiliate Membership. Individuals employed in private sector assisted housing, development/redevelopment, suppliers, professional service providers, and students are deemed as active affiliate members of the Regional Council so long as they live within the Region and their dues are paid to their respective State Chapters.

Section 3. Voting and Holding of Office. Every active individual member or employee of an agency member who is eligible to hold any office in their respective State Chapters may hold any office in the Regional Council. All members holding Association office shall be Association members. Affiliate members are not eligible to hold Regional office and do not have Regional voting rights.

Section 4. Membership Dues. Membership dues will be reviewed annually and assessed to State Chapters, from time to time, by the Executive Board of the Regional Council for the operation of the Council. Payment of the established dues by State Chapters shall entitle members to all the rights of their membership class.

Article IV

Executive Board: Members, Responsibilities, Meetings Quorum, Voting, Vacancies

Section 1. The control of the affairs of the Regional Council shall be vested in the Executive Board, consisting of the President, Senior Vice President, Secretary, Treasurer, the Presidents of the chartered NAHRO Chapters in the Region, the three Immediate Past Presidents of the Regional Council who are still active in the field, the Representatives at Large to the Board of Governors of NAHRO, the Representatives of National Standing Committees residing in the Region, and those members appointed to national task forces, boards, and committees by the President for special terms. An Ex Officio membership on the Executive Board may also be approved by two-thirds (2/3) vote of the Executive Board

Section 2. The Executive Board shall: (a) establish procedures for the maintenance of records and accounts, (b) receipt and expenditure of funds, (c) levying of dues, (d) periodic reporting of Regional Council affairs to the membership, and it shall otherwise plan and account for the activities of the Regional Council, including the employment of staff.

Section 3. The Executive Board shall establish procedures for the election of one Regional Representative at Large to Board of Governors of the Association, who shall serve a 4-year term. This election will be held at the annual conference by a vote of the general membership for 4 years. The second Representative at Large to the Board of Governors shall be the Senior Vice President and in accordance with Article VI, Section 2, elected every 2 years.

Section 4. The Executive Board shall hold not less than two regular meetings each year, at least one of which will be held at the time and place of the annual conference of the Regional council. Notice of a regular meeting shall be mailed or e-mailed to each Board member not less than ten days before the meeting date. Special meetings of the Executive Board may be called by the President at any time or by the Secretary upon written request of at least one-fourth of the membership of the Executive Board. The Notice of Special Meeting shall specify the time and place of the meeting and the business to be conducted.

Section 5. At any meeting of the Executive Board, a majority of the members of the Executive Board shall be present to establish a quorum for the conduct of the business of the Regional Council. Each member of the Executive Board shall be entitled to one vote. In order for a members' vote to be counted the member must be present or have a signed proxy on the issue at hand. This can also be accomplished by e-mail to the president and printed for the minutes.

Section 6. Vacancies in the Executive Board occurring between annual meetings shall be filled by the originating unit or, if elected by a vote of the membership, the Executive Board to fill the unexpired portion of the term.

Article V

Officers: Name, Duties

Section 1. The officers of the Regional Council shall be President, Senior Vice-President, six Vice-Presidents with portfolio, Secretary, and Treasurer, who shall be active individual members in good standing of the Association and Regional Council.

Section 2. It shall be the duty of the President to preside at all meetings of the Regional Council; to create and appoint such special committee as may, from time to time, be necessary for the conduct of the affairs of the Regional Council; to implement such procedures, policies, and activities as may be adopted or approved by the Executive Board of the Regional Council; and to report periodically to the membership on the accounts and general business of the Regional Council.

Section 3. The Senior Vice-President shall preside in the absence of the President at all meetings of the Regional Council, shall succeed the President in office if he/she cannot complete his term until the next annual meeting, and perform such other duties as may from time to time be assigned by the President or the Executive Board.

Section 4. The six Vice-Presidents shall be assigned duties and responsibilities by the Executive Board. Included among these duties is Chairperson of the Standing Committee of which they carry portfolio. In the absence of inability of the President and Senior Vice-President, the Executive Board shall designate one of the Vice-Presidents to take the Office of President until the next meeting.

Section 5. The Secretary shall be responsible for maintaining records of the Regional Council, for the sending of such notices, cards, etc. as may be required and attend to such other business as may belong to his/her office as directed by the officers. The Secretary shall promptly furnish the Executive Board minutes or reports on meetings held and business transacted.

Section 6. The Treasurer shall be the custodian of the funds of the Council. He/She shall collect all monies payable to the Council and shall deposit the same as directed by the Executive Committee. He/She shall disburse funds of the Council upon written approval of the President or as directed by the Executive Board. The Treasurer shall keep the books of accounts of the Council and shall submit a statement of his/her accounts, with the proper vouchers at the regular meetings of the Council. He/She shall render an annual account to the Executive Board prior to the Annual Meeting. Before entering upon his/her duties, the Treasurer shall enter into a good and sufficient bond in an amount as required by the Executive Board, payable to the Mountain Plains Regional Council. The premium for said bond shall be an authorized expenditure of Council funds.

Section 7. The President, the Senior Vice President/Board of Governors Representative at Large, the immediate past President, and the Board of Governors Representative at Large shall represent the Mountain Plains Regional Council at the National Board of Governors and carry out such other duties as assigned by the Regional President.

Section 8. The officers shall not receive compensation for their services.

Article VI

Nominations and Elections

Section 1. Not less than sixty days prior to the annual conference of the Regional Council held in odd numbered years, the President shall appoint a Nominating Committee having five members representative of the member interests, that shall meet for the purpose of selecting one or more persons from the rolls of active individual members in good standing as nominees for such offices and Executive Board positions. Not less than twenty days before the annual conference the Secretary shall notify each eligible voter of the nominees selected by the Nominating Committee and that nominations may be made by the membership, provided it is made by a petition bearing the name of the nominee and the signature of at least thirty-five active members in good standing, and further that the petition is received by the Secretary, who shall certify the petition, at least ten days before the annual convention.

Section 2. The Election of Officers shall be held at the annual conference of the Regional Council held in odd numbered years. The term of office shall be two years and shall commence at the close of the National annual conference. To create representation from each state, it is recommended the Nominating Committee, when possible, rotate the nominee for Senior Vice President for each term from a different state beginning in 2007. The one (1) Regional Representative at Large to the Board of Governors shall be elected and serve a 4-year term. The Senior Vice President/Regional Representative at Large to the Board of Governors will be elected and serve a 2 year term. All officers and other members of the Executive Board shall serve until their successors have assumed their duly elected and appointed positions.

Section 3. Each active member present, as defined in Article III, shall have one vote and shall cast his/her vote by a form of balloting prescribed by the Executive Committee. (Present, Proxy or Electronically).

Section 4. No person shall be eligible for election to office or appointment to the Executive Board who is not an active individual member in good standing of the Association and of the Regional Council.

Section 5. If a vacancy occurs in any office of the Regional Council, except as provided in Article V, Section 2, it may be filled by the Executive Board of the unexpired term or until the next annual convention of the Regional Council, whichever occurs earlier.

Article VII

Meetings

Section 1. There shall be an annual meeting of membership of the Regional Council at a time and place fixed by the Executive Board. Reasonable notice of the annual meeting shall be given to the membership, but not less than thirty days prior to the meeting date.

Section 2. Special meetings of membership may be called at any time on the order of the President, the Executive Board, or by the signed petition of at least one-fifth of the total active membership. The Secretary shall give notice of the time and place of a special meeting not less than ten days prior to the meeting date.

Section 3. A quorum must be present at any meeting of the membership at which business is transacted. A quorum is defined as follows: (1) where meetings are conducted in conjunction with the annual conference, a quorum shall consist of 51 percent of those active members in attendance at the conference: (2) where meetings are conducted at times and places other than at the annual conference, a quorum shall be defined as a minimum attendance of fifty active members.

Section 4. These provisions of these By-Laws and Roberts Rules-of-Order shall apply to the conduct of any meeting of the membership, the Executive Board, and other duly constituted committee of the Regional Council.

Article VIII

Committees

Section 1. There shall be Standing Committees of the Regional Council through which the program, professional, and member service needs and participation of the membership can be provided. The Standing Committees of the Regional Council are: Housing, Community Development and Revitalization, Professional Development, Commissioners, Member Services, and International.

Section 2. Each Standing Committee shall have up to three representatives appointed by each State Chapter, one of which shall be the respective Standing Committee Chairperson from each state chapter. Association Standing Committee members shall also be members of the Regional Standing Committees. The Chairperson of each Standing Committee shall be elected by the general membership to serve a term concurrent with the term of the President. The Vice-Chairperson of each standing committee shall be appointed by the incoming Regional President and shall serve a term concurrent with the Chairperson. The Chairperson of each Standing Committee shall be a Vice-President of the Regional Council and member of the Executive Board.

Section 3. The President may create such other committees, task forces or similar groups, as he/she deems appropriate to the purposes and activities of the Regional Council, and shall appoint the members thereto.

Section 4. The selection process for the committee membership shall seek to provide a board representation of all special interests of the membership, including but not limited to, commissioners, minorities, and women.

Section 5. A quorum must be present at any Standing Committee meeting at which business is conducted. A quorum for Standing Committees is defined as no less than three (3) Chapters represented from the State Chapters, which comprise the Mountain Plains Regional Council.

Article IX

Amendment

Section 1. These By-Laws may be amended at a regular or special meeting of the membership, provided a quorum is present and voting and two-thirds of those voting vote affirmatively for the amendment (by mail ballot affirmatively voted on by a majority of those voting electronically). Each member shall be sent or e-mailed a copy of the proposed amendments with the notice of the meeting at which the amendments are to be

voted. The Secretary shall send the meeting notice to each member not less than thirty days prior to the meeting date.

Article X

Effective Date, Approval, and Revocation

Section 1. These By-Laws and any amendments thereto shall become effective on approval by the Board of Governors for the Association and are subject to revocation by the Board of Governors of the Association for due cause.

By- Laws Amended May, 2004