

BY LAWS OF DISTRICT ONE, COUNTY ELECTED OFFICIALS  
Reviewed/Revised December 2012 Amended January 2013

**ARTICLE I**  
**SECTION 1 Name**

This organization shall be known as DISTRICT ONE, COUNTY ELECTED OFFICIALS.

**ARTICLE II**  
**SECTION 1 Membership - who is eligible?**

Any and/or all elected county officials of any of the following counties who are members in good standing of the Idaho Association of Counties. Any county that is not a member of IAC shall be denied holding an office at a District level.

Benewah  
Bonner  
Boundary  
Kootenai  
Shoshone

**ARTICLE III**  
**SECTION 1 Membership fees.**

A committee to be appointed by the chairman shall meet and prepare a budget to present at the July meeting to determine the amount of the annual membership fee to be voted upon at the July meeting.

**ARTICLE IV**  
**SECTION 1 Meeting**

One regular meeting of this District shall be held quarterly, one of which shall be held in October or November, the date, time and location to be designated by the Chairman. Representatives of three (3) counties shall constitute a quorum. After each General Election, the January meeting shall be held on Friday following the second Monday. Notification of all meetings shall be emailed by the Secretary at least five (5) days prior to each meeting. The District shall notify IAC no later than December 31 of the scheduled meetings for the following year.

**SECTION 2**

A special meeting may be called by the Chairman at any time circumstances may require. Notices outlining major topics to be discussed shall be emailed at least (5) days prior to the special meeting.

**SECTION 3**

Members shall consider any business presented by the Chairman or any member.

**ARTICLE V**  
**SECTION 1 Officer**

The officers of this Association shall be:

- (1) Chairman
- (2) Vice Chairman
- (3) Legislative District Chairman and an Alternate
- (4) Board Member to IAC and an Alternate
- (5) Secretary Treasurer

### **SECTION 2 Term of Office**

The term of office of those elected shall be for one (1) year. The first election was held at the November meeting of this District after the General Election in 1980 and every two (2) years thereafter, until 2012 when the term of office was changed to one (1) year. With the exception of the Board Member to IAC who shall serve a term of two (2) years, to coincide with the by-laws of the Idaho Association of Counties (IAC). For Board Member to IAC the election will take place at the same time as the other district officers in every even year. Names shall be certified to the Idaho Association of Counties no later than 15 days after the election.

### **SECTION 3 Duties of Officers**

(a) The Chairman shall:

Preside at all meetings of the District;

Call special meetings;

Appoint all standing and special committees and name the Chairman thereof;

(b) The Vice Chairman shall:

If for any reason the chairman cannot attend any meeting of the district, the Vice Chairman shall preside at such meeting.

(c) The Legislative District Chairman shall:

Be charged with the responsibility of gathering proposed legislation for this district and submitting the same to the Idaho Association of Counties.

Contact the appropriate elected officials in each county regarding urgent legislative matters being considered during the current Legislative Session. These elected officials shall contact their Legislative members.

Be made Chairman of the Legislative Policy Committee.

The Alternate shall perform the same duties outlined above.

(d) The Board Member to IAC shall:

Attend all Board meetings of the IAC and transmit the views of the majority of the District.

Report action of the IAC Board to the District.

The Alternate shall perform the same duties outlined above.

(e) The Secretary Treasurer shall:

Keep all minutes of any and /or all meetings of the District and distribute to the members at the following meeting.

Keep all monies collected from the numerous counties of this District in a bank to be approved by the membership to be withdrawn upon order of the Secretary Treasurer at the direction of the Chairman.

Send notices of all regular and special meetings of the organization.

#### **SECTION 4 Compensation**

The officers shall not receive compensation for their services, but shall be reimbursed for mileage and expenses while performing duties of the district, but not for attending regular or special meetings. Any member called upon to perform a special duty shall be reimbursed for mileage and expenses.

#### **SECTION 5 Rate of Mileage**

Rate of mileage shall be determined by the current rate established by the Internal Revenue Service.

### **ARTICLE VI**

#### **SECTION 1 Amendments**

These By Laws may be amended at any meeting of this District by a two thirds majority of the voting members present.

#### **SECTION 2**

All members shall be notified by email of a proposed change in the ByY Laws no later than five (5) days prior to any meeting at which a change in the By Laws shall be voted on.

### **ARTICLE VII**

#### **SECTION 1 Chairpersons**

Each county elected office will have their own chairperson for their individual meeting, which may be held at the same time as the first District, county elected official meeting.

### **ARTICLE VIII**

#### **SECTION 1 Rules of Order**

The meeting of this District and its committees shall be governed by Roberts Rules of Order, Newly Revised 11<sup>th</sup> Edition.

### **ARTICLE IX**

#### **SECTION 1 Effective Date**

These By Laws shall become effective upon approval by a two thirds majority of the voting members present at a meeting of this District.

