

DISTRICT VI BYLAWS  
COUNTY ELECTED OFFICIALS  
IDAHO ASSOCIATION OF COUNTIES

**ARTICLE I.**

**Section 1. Name.**

This organization shall be known as the SIXTH DISTRICT COUNTY ELECTED OFFICIALS.

**ARTICLE II.**

**Section 1. Membership – Who Eligible?**

Any and/or all elected officials of any of the following counties who are members in good standing of the Idaho Association of Counties (IAC):

Bonneville	Custer	Lemhi
Butte	Fremont	Madison
Clark	Jefferson	Teton

**ARTICLE III.**

**Section 1. Membership Fees.**

A committee, consisting of a representative from each association shall be appointed by the president and 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. Meetings.**

One regular meeting of this district shall be held during the months of July and November, the date, time, and location to be designated by the president of the district. The county that hosts the November meeting will be reimbursed up to \$100 for refreshments to be served during the meeting.

The district may also choose to hold a district meeting during the IAC Legislative Conference. Representatives of five (5) counties shall constitute a quorum. After each general election, the November meeting shall be held on or before the 20<sup>th</sup> of that month. Notification of all meetings shall be sent to the membership by the secretary at least five (5) days prior to each meeting.

**Section 2.**

Special meetings may be called by the president at any time circumstances may require. Notices outlining major topics to be discussed shall be mailed at least five (5) days prior to the special meeting.

### **Section 3.**

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

### **Section 4.**

All voting shall be by voice, unless otherwise ordered by the president. A majority vote by those present shall be required for decisions on all issues.

## **ARTICLE V.**

### **Section 1. Officers.**

The officers of this association shall be:

- (1) President and IAC Board Member
- (2) Vice President and Alternate IAC Board Member
- (3) Legislative District Representative
- (4) Secretary/Treasurer and Alternative IAC Legislative District Representative

### **Section 2. Term of Office.**

The term of office of the president, vice president, and secretary shall be for two (2) years to be elected at regular November meeting in even years. The election shall result in the four (4) officer positions. Each person so elected shall advance through the positions commencing with Secretary/Treasurer and ending with the president; with exception to the legislative district representative. The terms of the legislative district representative and alternate shall be elected at the regular November meeting on the year of the general election. The terms of the IAC board member and alternate shall be for two (2) years and shall be elected during the regular November meeting.

### **Section 3. Duties of Officers.**

- (1) The president shall: preside at all meetings of the district, call special meetings, appoint all standing and special committees and name the chairperson thereof, and fill any office vacancies by appointment.
- (2) The vice president shall: If for any reason the president cannot attend any meeting of the district, same shall preside at such meeting.
- (3) The legislative district representative shall: be charged with the responsibility of gathering all proposed legislation for this district and submitting the same to the Idaho Association of Counties. Contact the appropriate elected official in each county regarding urgent legislative matters being considered during the current legislative session. These elected officials shall contact their legislative members. If the district legislative representative is able to attend any meeting, he or she must notify the alternate legislative representative.
- (4) The alternate legislative representative shall: serve in the absence of the regular legislative district representative.
- (5) 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. If the IAC board member is unable to attend any meeting, he or she must notify the alternate.
- (6) The alternate board member to IAC shall: serve in the absence of the regular board member to IAC, with full voting rights as though he/she was regularly elected or appointed.
- (7) The secretary/treasurer shall: keep all minutes of any and/or all meetings of the district and distribute the same to the members at the following meeting. Keep all monies collected from the numerous counties of this

district in a savings account to be approved by the membership and to be withdrawn upon order of the secretary/treasurer at the direction of the president. Mail 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 required by the district, but not for attending regular or special meetings. Any member called upon to perform special duty shall be reimbursed for mileage and expenses.

#### **Section 5. Rate of Mileage.**

Rate of mileage shall be determined by the IRS rate.

### **ARTICLE VI.**

#### **Section 1. Voting.**

Each elected official shall be entitled to one vote upon each matter or election at a meeting of the members or Elected Officials. All questions shall be decided by a vote of a majority of the Elected Officials voting.

An elected Official may vote in person or by proxy executed in writing by any 6<sup>th</sup> District Elected Official. No proxy shall be valid after said meeting in which the vote was to take place. (No proxy shall be valid from the date of its execution). Each proxy shall be revocable at the meeting of the member who executed it.

### **ARTICLE VII.**

#### **Section 1. Amendments.**

These bylaws may be amended at any regular meeting of this district by a two-thirds (2/3) majority of the voting members present.

#### **Section 2. Notification.**

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

### **ARTICLE VIII.**

#### **Section 1. Chairpersons of Individual Elected Office.**

Each elected office within the county such as assessor, clerk, commissioners, treasurer, or sheriff, will have their own president for their own individual meetings held at the same time of the Sixth District meetings and assist in preparing the budget of the July meeting.

### **ARTICLE IX.**

#### **Section 1. Rules of Order.**

The meeting of this district of its committees shall be governed by Robert's Rules of Order.

## **ARTICLE X.**

### **Section 1. Effective Date.**

These bylaws shall become effective upon approval by a two-thirds (2/3) majority of the voting members present at a meeting of this district.

APPROVED and ADOPTED by the Sixth District County Elected Officials at their regular meeting held in Idaho Falls, ID, on the 12<sup>th</sup> day of November, 1981.

BYLAWS AMENDED

January 14, 1994; April 16, 2003; December 1, 2006; November 6, 2009; July 2011; November 10, 2016