

**BY-LAWS
OF
DISTRICT FIVE COUNTY ELECTED OFFICIALS**

ARTICLE I.

Section 1: Name-

This organization shall be known as DISTRICT FIVE COUNTY ELECTED OFFICIALS. Known henceforth, for the purposes of this document, as “District”.

ARTICLE II.

Section 1. Membership-

Any and/or all elected County Officials of the following Counties who are members in good standing with the Idaho Association of Counties.

BANNOCK BEAR LAKE BINGHAM CARIBOU FRANKLIN ONIEDA POWER

ARTICLE III.

Section 1. Membership Fees-

The amount of annual membership is \$350.00 per County per Fiscal Year. The Idaho Association of Counties will send an invoice to each County on an annual basis. If changes in Membership Fees need to be changed, a committee appointed by the Chairman shall meet and prepare a budget to present at the July meeting to determine the amount of annual membership fee to be voted on at the July meeting.

ARTICLE IV.

Section 1. Meetings-

The regular meeting of the District shall be held during the months of January, April, and November; the date, time and location to be designated by the Chairman. Representatives of four (4) Counties shall constitute a quorum. Notification of meetings shall be sent by the Secretary at least five (5) days prior to each meeting. During meetings, members shall consider any business presented by the Chairman or any member.

If a member would like to attend the meeting but is not able to attend in person, a virtual option will be provided.

Section 2. Special Meetings-

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

Section 3. Voting-

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

ARTICLE V.

Section 1. Terms of Office-

- The Chairman, Vice-Chairman, and Secretary shall be for one year to be elected at the regular meeting in January.
- The Legislative District Chairman and Alternate Legislative District Chairman shall have a two (2) year term and shall be elected at the regular November meeting on the year of the General Election.
- The IAC Board Member and alternate IAC Board Member shall have a two (2) year term and shall be elected during the regular November meeting of each even numbered year.

Section 2. Duties of Officers-

(1) The Chairman shall:

- Preside at all District Meetings
- Call Special Meetings
- Appoint all standing and special committees and name the chairman thereof
- Fill any vacancies by appointment

(2) The Vice-Chairman shall:

If for any reason the Chairman cannot attend any meeting of the District, the Vice-Chairman shall preside at such a meeting

(3) The Legislative District Chairman 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 Legislative 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 Chairman is unable to attend any meeting, he or she must notify the Alternate Legislative District Chairman.

Article V, Section 2, cont.

- (4) The Alternate Legislative District Chairman shall:
- Serve in the absence of the regular Legislative District Chairman.
- (5) The Board Member representing the Idaho Association of Counties (IAC) shall:
- Attend all Board meetings of the IAC and disseminate 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 Board Member to the IAC.
- (6) The Alternate Board Member representing District Five shall:
- Serve in the absence of the regular Board Member to IAC, with full voting rights as though he/she was a duly elected member of the District Board.
- (7) The Secretary shall:
- Keep all Minutes of any and/or all meetings of the District
- (8) The Treasurer shall:
- Report expenditures, dues collected and account balance

Section 4: Compensation-

- The officers shall not receive compensation for their services
- Mileage and expenses for tasks required by the District shall be reimbursed. Mileage reimbursement shall be at the current rate allowed by the Internal Revenue Service (IRS)

ARTICLE VI.

Section 1. Amendments-

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

Section 2. Proposed Changes to the By-Laws-

All members shall be notified of a proposed change in the By-Laws not later than five (5) days prior to any meeting at which a vote on the By-Laws will be held.

ARTICLE VII.

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.

APPROVED and ADOPTED by the District Five Elected Officials at their regular meeting held in Bannock County, Idaho, on November 17, 2022.

DISTRICT FIVE ELECTED OFFICIALS

Amended November 27, 2007
Amended December 1, 2008
Amended November 17, 2022
Amended November 7, 2024
Amended January 28, 2025