

Schuyler County Council of Governments Bylaws

I. Name:

The name of the organization shall be Schuyler County Council of Governments (SCCOG).

II. Purpose:

The SCCOG is an association of municipal governments and school districts organized to provide a forum for discussion and negotiation leading to agreements for increased efficiency, fiscal responsibility and improved quality of government services.

Its short term goals include: expanding cooperation among taxing entities and reducing duplication of services, pertaining to both the municipalities and school districts; improving communication among municipalities and County Government; through increased interaction and communication, increase the level of public collaboration and sharing of services within Schuyler County.

III. Funding:

The SCCOG may seek, allocate and administer appropriate funding from local, state, federal and private sources to support the accomplishment of its goals.

IV. Membership:

A. Constituent Member: Constituent members will be the chief elected official from each town (8), village (4), the Chief School Officer from each of the (2) school districts within in the County along with the Superintendent of the GST BOCES, Chair of the Schuyler County Legislature, and one at-large member of the Schuyler County Legislature, to be appointed by the Chair. Membership shall be contingent upon the adoption of these Bylaws by the governing body of the municipality.

B. Associate Member: The Schuyler County Administrator shall be considered an associate member. Other Associate Members may be added as they are presented.

C. Voting:

Each constituent member shall have one (1) vote. Constituent members may also designate an alternate representative who shall have full rights and privileges in the absence of said member. Associate members shall not have voting power. The majority of the members present shall rule.

V. Officers:

The officers of the SCCOG will be the President, Vice President, and Secretary/Treasurer.

A. Nomination

Officers will be nominated by the Steering Committee (see article **VII**) from among its members and approved by the constituent membership.

B. Term

Officers will be elected annually for one-year terms. Each may serve up to a maximum of four consecutive terms.

C. Vacancies

Should a vacancy occur in any office of the SCCOG, the Steering Committee shall appoint a replacement from *among the membership*, subject to approval of the Full Membership.

Partial terms shall not count against the maximum for the office.

D. Duties

The officers of the SCCOG shall undertake the duties commonly associated with their positions. The President shall preside over Council meetings and in the absence of the President the Vice President shall preside.

VI. Meetings

Regular Meetings:

The full membership shall meet at least quarterly, including one annual organizational meeting. Meetings shall be scheduled by the Steering Committee and notification mailed to members at least two weeks (14 days) in advance of the meeting date. Meetings shall be open to the public.

Additional meetings may be called at the discretion of the President, a majority of the Steering Committee members, or by petition of 2/3 of the constituent membership.

VII. Committees

The SCCOG shall create and dissolve any number of administrative or standing committees to carry out Council duties.

A. Steering Committee

A Steering Committee shall be elected from among the constituent membership and charged with: nominating officers; setting priorities; planning the agenda for the full membership meetings; *when charged by the Council of Governments as a whole* establishing task forces/committees as necessary to achieve the goals of the association.

1. Representation

Two (2) representatives shall be elected from among the chief elected officials of the towns within the County. One (1) representative shall be elected from among the chief elected officials of the Villages within the County. One (1) representative will be elected from among the Chief School Officers of the

school districts within the County. The Legislature Chairman and the County Administrator, shall serve as two (2) representatives.

2. Membership on the Steering Committee

Constituent members interested in serving on the Steering Committee shall submit their own names to the incumbent Steering Committee members who will be charged with preparing a list of candidates for the committee. Should there be an insufficient number of candidates, the Steering Committee members will contact members to ascertain their willingness to serve. The list of candidates shall be mailed to members with the notice of the annual organizational meeting, but no later than two weeks (14 days) prior to the date of that meeting.

3. Election of Officers

At the annual organizational meeting, following the election of members to the Steering Committee, the Steering Committee shall meet to determine the slate of officers for the year. The slate of officers shall then be presented to the constituent members present a vote.

4. Term of Office

Steering Committee members shall be elected for one-year terms. Each may serve up to a maximum of four consecutive terms.

5. Vacancies:

Should a vacancy occur during the term of membership on the Steering Committee, a replacement shall be selected using the nomination process as set forth in section **VII**, A, 1&2, of the bylaws, at the next quarterly meeting.

Partial terms served shall not count against the maximum for the office.

6. Task Forces

The Steering Committee shall charge any task force it creates with a specific goal and set a time frame for reporting back to the membership. **The President** shall appoint a convener from among the Council membership. Task Forces shall be empowered to elect leaders and to recruit members from the community at large as necessary to fulfill their charge.

VIII. Bylaws Amendments

These bylaws may be amended as deemed appropriate by a 2/3 vote of the constituent members of the Council.

A. Notice

The notice for a meeting at which final action on a bylaw amendment is scheduled shall include the text of the proposed amendment and shall be mailed to members with the standard two week (14 days) notice.