

REGION F AGING ADVISORY COMMITTEE

BYLAWS

Proposed Amendment – March 2009

ARTICLE I

Name

Section 1.1 Name. The Committee shall be known as the Region F Aging Advisory Committee, hereinafter referred to as the Advisory Committee.

Section 1.2 Area. The geographical area served by the Advisory Committee shall coincide with the boundaries of State Planning Region F, consisting of the nine counties of Anson, Cabarrus, Gaston, Iredell, Lincoln, Mecklenburg, Rowan, Stanly and Union.

Section 1.3 Fiscal Year. The fiscal year of the Advisory Committee shall be from July 1 through June 30.

ARTICLE II

Purposes and Responsibilities

Section 2.1 Purposes and Responsibilities. The purposes and responsibilities of the Advisory Committee shall be:

- a. To advise the staff of the Area Agency on Aging and the Board of the Centralina Council of Governments on developing and administering the Region F Area Plan by assisting with the assessment of the needs and interests of older adults and adults with disabilities and making recommendations on the allocation of resources among subcontractors in Region F.
- b. To advise the staff of the Area Agency on Aging on conducting public hearing and its review of and comments on all community policies, programs and actions which affect older adults and adults with disabilities.

ARTICLE III

Membership

Section 3.1 Members. The number of members constituting the Advisory Committee shall be 29 delegates and 9 alternates for a total of 38.

Section 3.2 Terms. Members shall serve two—year terms ending June 30th. Terms will be staggered so that at least one-third of the membership will be continuing terms at the beginning of each year. Members may serve for three consecutive two—year terms or a total of six years. After a one year lapse in membership, said member is eligible for reappointment.

Section 3.3 Qualifications. The North Carolina Division of Aging's Manual of Policies and Procedures states that the Advisory Committee must be comprised of:

- a. More than 50 percent older adults, including:
 - (1) Older adults with greatest economic and social need
 - (2) Participants of Older Americans Act programs
 - (3) Older minority individuals
- b. Representatives of older adults
- c. Local elected officials
- d. The general public

No Advisory Committee member shall be employed by an Agency which is receiving Older Americans Act or other Aging grant funds from Centralina Council of Governments.

Section 3.4 Appointment. The County Commissioners of each county shall appoint three delegates and one alternate with the exception of —Mecklenburg County Commissioners who shall appoint four members and one alternate. In addition, one member shall be appointed by the Chairperson of the Board of Delegates of the Centralina Council of Governments for a one—year term ending December 31st.

Section 3.5 Attendance. A member of the Advisory Committee who is absent from two consecutive meetings, either regular meetings or call meetings, shall be deemed to have resigned. Appropriate notification, in writing, will be made by the Area Agency on Aging staff immediately to the member and the County Commissioners concerned.

Section 3.6 Alternates. The County Commissioners of each county shall appoint one person to serve as an alternate for a one—year term. Alternates shall attend all meetings and shall vote only in the absence of delegates from their respective county. An alternate who is absent from two consecutive meetings, either regular meetings or call meetings, shall be deemed to have resigned.

Section 3.7 Vacancy. Any vacancy in the members of the Advisory Committee shall be filled by appointment by the County Commissioners of the county from which the member whose position is vacant was appointed.

Section 3.8 Ex-officio Members. Ex-officio members may be elected by a majority of the members of the Advisory Committee and shall serve as nonvoting members for the term fixed by the Advisory Committee. Ex—officio members may include service providers, former advisory committee members, other interested persons, etc.

Section 3.9 Service Providers. Service providers will be informed of meeting dates of the Advisory Committee and may attend meetings as visitors. As deemed necessary, the Chairperson may request information, opinions, etc. from service providers in attendance.

Section 3.10 Resignations. A member may resign from the committee by submitting a written resignation to the chairperson of the Region F Area Agency Advisory Committee with a copy to the members' County Commission Board.

ARTICLE IV

Officers

Section 4.1 Officers. The officers of the Advisory Committee shall consist of a Chairperson, Vice Chairperson and such other officers elected from members of the Advisory Committee as shall be determined.

Section 4.2 Term. The Chairperson and other officers of the Advisory Committee shall serve for a one—year term ending June 30th and shall be elected by the Advisory Committee at the first meeting of the new fiscal year. The Chairperson may serve for two consecutive one—year terms. After a one—year lapse as Chairperson, said person may be elected as Chairperson and serve for two more consecutive one—year terms.

Section 4.3 Duties. The Chairperson shall preside at all meetings of the Advisory Committee and shall appoint such standing and ad hoc committees as the Chairperson shall consider expeditious or necessary in carrying out the purposes and responsibilities of the Advisory Committee. The staff of the Area Agency on Aging shall provide secretarial services to the Advisory Committee.

ARTICLE V

Meetings

Section 5.1 Meetings. Regular meetings of the Advisory Committee shall be held at least four times a year and more often if necessary.

Section 5.2 Notice. Notice of each meeting of the Advisory Committee shall be given at least seven days prior thereto by any usual means of communication.

Section 5.3 Quorum. At least one-third of the members of the Advisory Committee shall constitute a quorum for the transaction of business at any meeting of the Advisory Committee.

Section 5.4 Robert's Rules of Order. The rules contained in the current edition of Robert's Rules of Order shall govern in all cases to which they are applicable.

Section 5.5 Open Meetings. All meetings of the Advisory Committee shall be open to the public.

ARTICLE VI

Committees

Section 6.1 Committees. The Chairperson shall appoint such standing and ad hoc committees composed of members of the Advisory Committee and such other persons as shall be determined by the Chairperson with the approval of the Advisory Committee.

ARTICLE VII

Amendments

Section 7.1 Amendments. These bylaws may be amended by the affirmative vote of a majority of the members of the Advisory Committee at any meeting of the Advisory Committee provided that two weeks notice of the proposed amendments have been given to each member, subject to the approval of the Chairperson of the Centralina Council of Governments Board of Delegates.

Amended 09-06-01

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