

(As approved at the June 17, 2010 PBAC meeting)

## **Bylaws of the Citizens Advisory Group to the Palouse Basin Aquifer Committee**

### **I. Mission and objective**

The mission of the Citizens Advisory Group (CAG) is to enhance the overall management of the Palouse Basin aquifer system through dialogue among a broad range of interested parties. Its primary objective is to develop recommendations and provide constructive comments for consideration by the Palouse Basin Aquifer Committee (PBAC) to effectively implement water management goals.

The CAG may propose and conduct its own projects, with PBAC concurrence, including but not limited to gathering public input.

### **II. Membership**

- A. The Citizens Advisory Group will consist of no more than 12 members representing residents of Latah County, Idaho and Whitman County, Washington. Members of the CAG will be appointed by PBAC as positions become vacant. Persons may be nominated by CAG members or may self-nominate for any open seats.
- B. As much as possible CAG membership will achieve a balance of two-state representation and cover a broad range of community interests. Represented groups may include, but are not limited to, rural and other water purveyors, conservation groups, scientists, rural residents, business interests and agriculture interests.
- C. CAG members may recommend to PBAC removal of a member after reaching such a recommendation by no less than a two-thirds vote of total CAG membership, exclusive of the vote of the member recommended to be removed.

### **III. Officers**

- A. The officers of CAG shall be a chair and vice-chair, who shall be voting members.
- B. The chair shall preside at meetings, and shall assure that the membership is advised on all significant matters of CAG business. The chair may delegate responsibilities such as note-taking.
- C. The vice chair will assume duties of the chair in the chair's absence.
- D. The officers shall be elected by and hold office at the pleasure of the membership.
- E. Officers shall be elected for one-year terms.

#### **IV. Meetings and elections**

- A. CAG shall hold one regular meeting per month on a day approved by majority vote. Meetings may be cancelled when determined appropriate by the chair.
- B. Members are expected to attend monthly meetings and to alert the chair when they are unable to attend.
- C. Officers shall be elected at the December meeting, or whenever a vacancy occurs.
- D. A quorum of the group shall consist of one half of the current membership plus one. (Rounded down to the nearest whole number, in the event that current membership is an odd number.) Each member is entitled to one vote. A majority of affirmative votes lawfully cast by the quorum when the action is taken, is the act of the group except to the extent that these bylaws require a greater percentage of the votes. In the event of a tie vote, the motion shall fail.
- E. Member may designate an alternate to serve in that member's place with voting rights upon approval of the chair.
- F. Any action may be taken without a meeting if the action is taken by a majority of the members of the CAG. The action shall be evidenced by written or verbal consent and included in the minutes of the next CAG meeting. Consent under this section has the effect of a meeting vote.
- G. All meetings shall be open to the public. .

#### **V. Amendments**

These bylaws may be amended or repealed by a vote of two-thirds of all voting members subject to approval of PBAC. Whenever an amendment or new bylaws are adopted, it shall be filed with the original bylaws. If any bylaw is repealed, the fact of repeal and the date on which the repeal occurred shall be documented in PBAC files.