

BY-LAWS OF
NAY-TAH-WAUSH COMMUNITY COUNCIL

ARTICLE I

TITLE AND PURPOSE

Section I The organization shall be known as the NAY-TAH-WAUSH COMMUNITY COUNCIL, and informally as NCC.

Section II The purpose of the organization shall be to promote the wellbeing of the community of NAY-TAH-WAUSH, MINNESOTA through the effective development and promotion of programs which may include, but not be limited to; education, health services, housing, employment opportunities and the general welfare of the residents of the community.

ARTICLE II

SERVICE AREA/BOARD OF DIRECTORS

Section I ~~North~~ Service Area will be One (1) mile north of Hwy 200, East to Roy Lake, East to Co. Rd. 3, South to Hwy 113, One Mile South on Snider Lake Rd.

Section II The assets, property and business of this organization shall be administered through the democratic process of its elected Board of Directors, which shall be 6 in number.

Section III Members of the Board of Directors shall be elected by the residents of the community and must have six (6) months residency. Three (3) Board of Directors will be female, and three (3) Board of Directors will be male to keep a balance in the decision-making process for the wellbeing of Naytahwaush.

Section IV Elections for three (3) seats for the Board of Directors will be held every two (2) years in the month of April.

Section IV The officers of the Board of Directors shall consist of a chairman, vice-chairman, secretary, and treasurer.

Section V The term-of-office of the board shall be for four (4) years for all Board of Directors members. There are no term limits.

Section VI The officers of the Board of Directors shall be reorganized and elected from the members of the Board of Directors during their first monthly meeting after the bi-annual elections.

Section VII Vacant positions on the Board of Directors shall be filled through consensus vote of the remaining members of the Board of Directors only for as long as the unexpired term of the predecessor. Only persons who are active will be considered.

Section VIII Members of the NAY-TAH-WAUSH COMMUNITY COUNCIL by a majority vote of its members shall remove any officer or council member for the following causes:

- (A) Dereliction or neglect of duty.
- (B) Unexcused failure to attend three (3) regular meetings in one calendar year.
- (C) Failure to attend more than 25% of approved NCC scheduled activities.
- (D) Malfeasance in the handling of council affairs.
- (E) Refusal to comply with any provisions of the by-laws of the NAY-TAH-WAUSH COMMUNITY COUNCIL.
- (F) Conviction of a felony in county, state, or federal court while serving on the NAY-TAH-WAUSH COMMUNITY COUNCIL.

ARTICLE III

MEETINGS OF THE BOARD OF DIRECTORS

Section I The Board of Directors shall meet on the 2nd Thursday at 6:00 pm of each month and the location of the meeting will be publicly posted in the community. Additional Special meetings may be held at the request of any member of the Board of Directors.

Section II At all meetings of the Board of Directors, a majority of the Directors of any constituted meeting, at which there is a legal quorum, a majority vote shall be considered a quorum of the Board of Directors. A quorum shall consist of at least four (4) members of the Board.

Section II Each member of the Board of Directors shall be entitled to one (1) vote, with the exception of the Chairperson, who will vote in case of a tie in matters presented before the Board of Directors.

Section IV Roberts Rules of Order shall govern the proceedings of all meetings of the Board of Directors.

Order of Business

1. Call to Order
2. Roll Call
3. Reading of the Minutes
4. Treasurer's Report
5. Approval of Bills
6. Unfinished Business
7. New Business
8. Adjournment

Section V All meetings of the Community Council shall be open to the public.

ARTICLE IV

DUTIES OF OFFICERS

Section I The Chairperson shall:

- a. Preside at all regular and special meetings of the Community Council.
- b. Assume responsibility for the implementation of all resolutions and ordinances of Community Council.
- c. Sign with the Secretary and Treasurer, on behalf of the Community Council, all official papers and disbursements when authorized to do so.
- d. Assume general supervision of all officers and committees of the Community Council; and delegated, take direct responsibility for the satisfactory performance of such officers and committees.
- e. Prepare a report for the negotiations, important communications, and other activities of the Community Council and shall make this report at each regular meeting of the Board of Directors. This person shall include in this report all matters importance to the Community Council, and in no way shall he/she act for the community unless specifically authorized to do so.
- f. Have general management of the business activities of the Community Council. This person shall not act on matters binding the community until the Community Council has deliberated and enacted appropriate resolutions, or unless written delegation of authority has been granted.
- g. Shall not vote in meetings of the Board of Directors except in the case of a tie, in the absence of any board member, and in amending the rules of the Community Council.

Section II Vice-Chairperson:

In the absence of the chairperson, the vice-chairperson shall preside. When so presiding, he/she shall have all rights, privileges and duties set forth above under duties of the chairperson.

Section III Secretary:

- a. Keep and maintain a complete record of the meetings of the Board of Directors.
- b. Sign with the chairperson, all official papers as provided in section II of this article.
- c. Keep a complete record of all business of the Community Council.
- d. Serve all notices required for all meetings and elections.
- e. Perform such duties as may be required by the Board of Directors.

Section IV Treasurer:

- a. Be the custodian of all the property of the Community Council.
- b. Receive all funds of the Community Council entrusted to it, deposit it in the depository selected by the Board of Directors and disburse such community funds as authorized by the Board of Directors.

- c. Keep and maintain, open inspection by members of the Community Council at all reasonable times, adequate and current amounts of the properties and business transactions of the community.
- d. Make a monthly report and account for all transactions involving the disbursement, collection, or obligations of community funds. He/she shall present such financial reports of the Board of Directors at each of its regular meetings.
- e. Performance such other duties as may be required by the Board of Directors.

ARTICLE V

The extent of the personal liability, if any, of members for corporate obligations and the method of enforcement and collection, are as follow: Members of this corporation shall not be personally liable for corporate debts of obligations, nor shall their private property be used to satisfy claims against the corporation.

ARTICLE VI

Section I The White Earth Reservation Business Committee District II Committeeperson, shall be permitted to inspect the books of the Community Council with written request, at all reasonable times.

Section II The Chairperson, or their designee, and the Treasurer shall sign all checks of the Community Council.

Section III These rules may be amended or altered by the approval of four (4) voting members of the Board of Directors at any meeting.

Section IV Any person(s) in the community may participate in Council activities.

CHAIRPERSON:

VICE-CHAIRPERSON:

TREASURER:

SECRETARY:

DATE: