

Central Pines Regional Council Bylaws

I. GENERAL RULES

The Central Pines Regional Council shall be governed by the provisions of Part 2, Article 20, Chapter 160A of the General Statutes of North Carolina and by the provisions of the Charter Resolution establishing the Council.

II. OFFICERS

Officers as described in the Charter shall be elected no later than the regular May meeting of the Board of Delegates. Those elected shall take office on the following July 1 and serve for one year or until their successors are elected. Officers shall be eligible for re-election one time.

III. MEETINGS

The Board of Delegates shall adopt a meeting schedule for the next calendar year for the Board of Delegates and Executive Committee by October 1 of the preceding year.

IV. QUORUM

A quorum (number of Delegates, or Alternates in place of a Delegate, required to act upon official business) shall be defined as 40% of the total number of Delegates officially appointed to their seats by a local government member. A quorum of the Executive Committee shall be defined as 40% of the total number of Executive Committee members. Vacancies of both the Delegate and Alternate from a local government member on the Board of Delegates or the Executive Committee shall not count toward the number needed for a quorum.

V. LOCAL GOVERNMENT MEMBER REPRESENTATIVE TO BOARD OF DELEGATES

In rare cases, a local government member may not be able to appoint a delegate due to the member's governing body's official meeting directly conflicting with the schedule of the Board of Delegates and Executive Committee. Under these limited circumstances, the local government member's governing body may recommend an individual to represent the local government member at Board of Delegate meetings. That individual will not have voting rights and will not count towards a quorum of the Board. When a local government member recommends a representative, the Board of Delegates' Chair shall be responsible for the approval or denial of the local government's request.

A representative shall have permanent residency within the jurisdiction they will represent.

VI ADMINISTRATION

Section 1. Staff

The Council shall employ a staff of qualified professionals, and other support staff, and pay them such compensation as it shall deem necessary and advisable to carry out their duties and implement Council projects, programs and functions.

Section 2. Executive Director

The chief executive officer of the staff shall be the Executive Director, who shall have direct supervision of all other employees of the Council and direct control, subject to the direction of the Board of Delegates, of the management of the Council's affairs.

Section 3. Duties of the Executive Director

In addition to being the Council's chief source of professional guidance and initiator of worthy considerations, the duties of the Executive Director shall be, but not limited to:

- (a) maintain and manage the business office of the Council;
- (b) serve as custodian of all Council property and records;
- (c) conduct the correspondence of the Council;
- (d) assist the Council officers and committee chair(s) in carrying out their duties as may be appropriate;
- (e) attend all Board of Delegates and Executive Committee meetings and be prepared to report on any and all business, activities, meetings, proposals, cooperative endeavors, etc., in which the Council is currently engaged or may be in the process of developing;
- (f) maintain close personal contact with representatives of Federal, State, and local agencies that currently are, or subsequently will be, cooperatively involved in accomplishing the objectives of the Council;
- (g) acquire and maintain a working knowledge of the current laws, regulations, and procedures which govern the above-mentioned Federal, State and local agencies in order that the joint endeavors of the Council and these agencies proceed smoothly and efficiently;
- (h) recommend an annual budget for consideration and adoption by the Board of Delegates and for presentation to member governments;
- (i) prepare an annual report showing activities and accomplishments leading toward attaining Council objectives, together with audited reports and receipts and expenditures for presentation to the respective member governments;
- (j) be responsible for carrying out all orders and directives issued by the Board of Delegates or Executive Committee;
- (k) be responsible for the employment, supervision and direction of the employees authorized by the Board of Delegates;
- (l) designate a clerk for the Board of Delegates and Executive Committee

Section 4. Execution of Instruments

The Executive Director, unless otherwise directed, shall have the power to sign on behalf of the Board of Delegates any agreement or other instrument to be executed by the Council. Unless otherwise provided, the Executive Director shall sign or countersign checks and vouchers in payment of obligations of the Council.

VII. COMMITTEES

Section 1. Executive Committee

The Executive Committee shall be as set forth in the Charter, Article XI.

The Executive Committee shall identify and bring before the Board of Delegates for consideration matters of regional concern and interest and suggested work plan priorities. The Executive Committee may act on behalf of the Council on all matters affecting the Council, except for:

- a) the initial adoption of the annual CRPC Budget Resolution;
- b) the fixing of the membership assessment;
- c) the amending of the CRPC Charter and Bylaws; and
- d) the employment and discharge of the Executive Director.

Section 2. Technical and Advisory Committees

Technical and Advisory committees may be established as prescribed in the Charter, Article XI.

Technical committees are appointed for their ability to provide the Board of Delegates with special information of a professional or technical nature. Appointments are therefore based primarily upon knowledge of the particular subject matter being addressed.

Advisory committees are more general in nature and are appointed for their ability to provide the Board of Delegates with viewpoints and opinions with respect to the subject being addressed. Appointments are therefore made primarily with the objective of achieving a broad mix of people with interest in the subject.

Section 3. Special Committees

Special committees are committees with fixed membership categories as specified by previous action of the Board of Delegates.

VIII. MEMBERSHIP ASSESSMENTS

Membership assessments for the support of the organization shall be paid by each member government. Effective July 1, 2023, membership assessments shall be calculated as follows:

\$.44 per capita for the first 300,000 population; then for additional population over 300,000 the rate will be \$.20 per capita. Counties pay for citizens in unincorporated areas only.

Population figures for each member jurisdiction will be based on the most recent annual state estimate.

IX. AMENDMENTS

These Bylaws may be amended at any time by vote of the Board of Delegates provided that such amendment shall have first been presented to the Board of Delegates in writing at least six days preceding the meeting at which the vote is taken.

Amended: June 25, 1975
March 23, 1977
March 1, 1978
March 1, 1982
March 27, 1996
September 22, 2004
May 23, 2012
May 28, 2014
November 16, 2016
October 25, 2023
May 22, 2024