

Bylaws
Middletown Area Town Hall (MATH)
A Municipal Advisory Committee

ARTICLE 1: Name and Purpose

Section 1: Name

The name of the organization shall be the Middletown Area Town Hall. It is a Municipal Advisory Council hereinafter referred to as MATH. The elected Board of Directors for MATH will hereinafter be referred to as MATH Board. Members in attendance at MATH meetings will hereinafter be referred to as the Assembly.

Section 2: Purpose

The purpose of MATH is to increase the participation of the Middletown area residents in the decision-making processes that affect their community. The MATH Board will serve as the official local community representatives to work with the Lake County Board of Supervisors or other entities and agencies to provide grassroots input, direction, and guidance on issues related to the unincorporated area of the county defined by the boundaries of the South Lake County Fire Protection District (SLCFPD). These issues include, but are not limited to, matters of public health, safety, welfare, public works, planning, and land use.

ARTICLE 2: Conduct of Proceedings

All proceedings shall be conducted in accordance with Rosenbergs Rules of Order, except when those rules conflict with the provisions of these bylaws.

ARTICLE 3: Membership

All MATH meetings are open to the public and there are no membership requirements. for those wishing to participate. However, in order to vote in any election or action taken by MATH , persons must reside within the boundaries of the South Lake County Fire Protection District as established and recorded by the county. No voting by proxy shall be permitted.

ARTICLE 4 -- Election of Governing Board and - Terms of Office - Duties

Section 1: MATH Board Districts

MATH shall elect, by majority vote, a Board of Directors of seven (7) members, each of whom is a registered voter in Lake County, has attended four (4) meetings

in the prior year, and resides within the boundaries as defined below:

Middletown Proper: south of Grange Road and north of Rancheria Road, east to Loconomi Road and west to Anderson Springs Road

Northern District (Coyote Valley): north of Grange Road to the boundary of the SLCFPD

Southern District: South of Twin Pine Casino (Rancheria Road) to the county line

Western District (Cobb region): West of Anderson Springs Road to the western boundary of the SLCFPD

Eastern District (Butts Canyon): East of Loconomi Road to the county line

Section 2: Terms of Office - Staggered Odd and Even Years

Middletown Proper seats #1 (Odd) and #2 (Odd) Two (2) years

Middletown Proper seat #3 (Even) Two (2) years

Northern District (Coyote Valley) (Even) Two (2)years

Southern District (Odd) Two (2) years

Eastern District (Butts Canyon) (Odd) Two (2) years

Western District (Cobb region) (Even) Two (2)years

Section 3: Appointments to Board

If at any election no individual qualifies to represent an area, the elected board may ask for nominations from those present. Nominees must be present at the nominating meeting and must attend the next two meetings, at which time the board will appoint qualified nominees to serve until the next regular election. If more than one (1) person is nominated for a district, then a majority vote of those present will decide who takes the available seat for that district.

No more than one family member may be elected or appointed to serve on the governing board at the same time.

Section 2: Section 4: Board Structure and Officer Duties

The Board shall consist of a Chairperson, Vice-Chairperson, Secretary and four

Members-at-Large The MATH Board of Directors will hold a roll call election from its members immediately following the election of new Directors to select a Chairperson, Vice-Chairperson and Secretary.

The duties of the officers are as follows:

Chairperson: Shall preside at all meetings and shall be responsible for conducting all meetings in an orderly manner. The chairperson or his/her designee shall decide all questions of order raised by any member. The chairperson shall set the agenda for each meeting based on submission of agenda items from any MATH member. The chair or his/her designee shall represent MATH to the Lake County Board of Supervisors or other entities. The chairperson shall also perform other duties as requested by the board.

Vice-chairperson: Shall perform all the duties and assume all the responsibilities of the chairperson in his or her absence.

Secretary: Shall act as custodian of the records of MATH. The secretary will take and keep the minutes of the meetings of MATH and prepare summary written minutes of each meeting to be presented at the subsequent meeting for acceptance by the board. In addition, the secretary shall accept submissions of agenda items for the group's consideration. The secretary also prepares and distributes the agenda for all meetings. and preparation and distribution of the agenda for all meetings. The secretary shall be responsible for preparation and distribution of notices of regular and special meetings. The secretary shall also prepare and distribute public notices of all regular and special meetings.

The MATH Board members shall seek to determine the opinion of the majority of members of the assembly in attendance on each agenda item other than approval of the minutes. This may be done by a show of hands or other informal method as determined by the chair.

Formal action on agenda items must be taken by the MATH Board. Recommendations to the Board of Supervisors based on actions by the MATH Board shall include their reasons for making the recommendation and also the opinion expressed by the members of the assembly in attendance. If the MATH Board does not agree with the opinion of the majority of the assembly, the recommendation shall also express the opinion of the majority and why the MATH Board did not agree.

Section 5: Replacement of MATH Board Member

The members of MATH may direct the replacement of a governing board member for any of the following reasons:

- * Three (3) consecutive unexcused absences, or five (5) absences in a twelve (12) month period.
- * For any serious misconduct including, but not limited to, criminal conviction, use of slurs or derogatory comments, or any other conduct, whether physical, verbal or written, directed at or based upon another person's race, color, origin, sex, religion, sexual orientation, disability, or age.
- * If the member no longer lives in the district for which he or she was elected
- * Failure to represent to the Lake County Board of Supervisors or other entities or agencies the majority consensus of MATH.

If there is a grievance against a MATH Board member the individual making the complaint shall notify the Chairperson/Vice Chairperson in writing of the alleged offense. The Chairperson/Vice Chairperson will notify the MATH Board of the complaint and outline the alleged offense in writing within 48 hours of receipt. The MATH Board member has one month to respond in writing to the complaint.

Upon receipt of written response, the Chairperson/Vice Chairperson may appoint a committee to hear the complaint or refer it to the MATH Board for determination.

If action is taken to remove a MATH Board Member, then the Board Member must be sent a notice by certified letter stating that they are no longer a member of the MATH Board and the Lake County Board of Supervisors must be notified of the removal.

ARTICLE 5: Quorum - Voting - Meetings

- * At least five (5) voting members of the MATH Board shall constitute a quorum. A quorum must be present at all meetings other than workshops.
- * No motion may be approved without an affirmative vote of a majority of voting MATH members present.
- * All meetings of the committee MATH Board shall be open to the public and shall be subject to all of the requirements of the Brown Act, Government Code Sections

54960 et seq. * *

* Opportunities must be provided for public comment, and stated as such on the meeting agenda.

* Regular monthly meetings shall be held at a time and place determined by the board.

* Notices shall be required of all meetings, and the notice/agenda shall be posted at the Cobb and Middletown post offices, and at Hardester's Market in Hidden Valley. Notice shall be made a minimum of 72 Hours prior to the meeting and shall specify time and place of the meeting. In the event of a change in the meeting time or place, appropriate and timely notices shall be provided to the public and the MATH Board.

* A special meeting may be requested at any time by the chairperson or MATH Boardmember.

* Notices and agendas of special meetings shall be provided at least 72 hours in advance, and posted at the same locations described above.

ARTICLE 6: Compensation

MATH Board members are volunteers and shall serve without compensation of any kind. The MATH Board or its individual members shall incur no debt or obligation on behalf of MATH. MATH shall not be responsible for any liability of the MATH Board or its individual members.

ARTICLE 7: Amendments

Proposed amendments to these bylaws may be made by a two-thirds majority vote of the MATH board, provided that a copy of the proposed amendment has been presented in written form no less than one (1) meeting in advance of the time that a proposed amendment is to be voted on.

Adopted on July 10, 2008 by unanimous vote.