

MICHIGAN COMMUNITIES ASSOCIATION OF MAPPING PROFESSIONALS

BY-LAWS

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Article I – Name

Section 1. The name of the association shall be the Michigan Communities Association of Mapping Professionals and will use the acronym - MiCAMP

Article II – Mission Statement

Section 1. The purpose of MiCAMP is to encourage cost-effective and efficient county, city, and township government through the coordinated practical development and utilization of Geographic Information Systems (GIS) and related technologies. MiCAMP provides a forum for sharing ideas and experiences amongst all Communities in Michigan.

Article III – Organizational Overview

Section 1. The impact of GIS technology and data are profound - location is the single common thread to all data. This technology, which enhances information access and helps create intelligent maps and data bases, enables public and private decision-makers to make better-informed and more timely decisions in addressing a broad range of governmental functions. This technology can be adopted in such diverse areas as taxation, emergency management, economic development, land use planning, delivery of health and human services, environmental protection, facilities management, education, and transportation. GIS systems and data are rapidly becoming principal tools in the business of government and the private sector because they are visual, integrative, intelligent and analytical. In addition, GIS provides the means to eliminate needlessly redundant work within and between units of governments; to increase operational efficiencies; and to capture economies of scale in information handling and distribution.

Section 2. MiCAMP has a long history relative to Community GIS in the State of Michigan. Started as an ad hoc group for the support of CMAP users in County Equalization department in the early 1990's and eventually formalizing as a 401c(3) non-profit organization known as Michigan Counties' Association of Mapping Professionals in 2001. A GIS conference has been held every fall since 1996.

Section 3. MiCAMP is an organization of local units of government committed to efficient and effective government through the prudent adoption of geographic information systems and related technology. Members of MiCAMP are drawn primarily from local units of government having or desiring to engage in the development of geographic information system and mapping programs from across the State of Michigan. Members include (but are not limited to) public and quasi-public agencies and organizations such as state and federal agencies; district health departments, road commissions, academia, professional organizations, and the private sector.

Section 4. MiCAMP is primarily concerned with the practical development and effective utilization of geographic data, geographic information systems and related technology at a community government level. In the near future, most communities in Michigan will (have) adopt(ed) a geographic or location based technology to tie governmental information together for improved data administration. Simply, geographically based information technology and data can enhance the usefulness of, and the returns from, the investment in public information. Furthermore, the potential benefits of the geographically based technology and data can only be realized through intra and inter-governmental government interaction enhanced and augmented by cooperation, coordination and partnerships

Article IV – Activities

The Association's efforts and focus include:

Section 1. Policy

MiCAMP provides a discussion forum on geographic information and technology issues in Michigan; advocates community GIS interests; supports the membership in their individual initiatives; and actively promotes prudent geographic information integration and systems development. MiCAMP reviews, distributes information on and promotes awareness of state and federal legislative activity; reports on agency programs; and provides advice to public and private decision makers. MiCAMP members serve on a variety of task forces and working groups related to the development of governmental GIS in Michigan.

Section 2. Liaison and Networking

MiCAMP promotes interaction and cooperation among Association members; county, local, state and federal governments; professional associations; and public and private sector groups. The Association also maintains an internet-based electronic forum and website.

Section 3. Research

The Association studies and provides a forum for examining and disseminating geographic information issues and facilitates the research and testing of geographic information and technology concepts, applications, policies, and coordination mechanisms.

Section 4. Education and Public Relations

MiCAMP develops and helps others develop a variety of educational programs and materials through a variety of media such as the annual fall workshop to enhance and promote discussion of ideas regarding geographic information management and integration. The annual fall workshop has a rich history and takes a unique and practical approach to the development and utilization of GIS and related technologies. It is a hands-on educational program where members share experiences, work on technical issues, and provide in-depth analysis of issues and opportunities.

Article V – Membership

Section 1. Membership is open to anyone with an interest in advancing the association's mission. There are two categories of membership – Community and General

Section 2. Community Membership:

- Available to any county or local government in Michigan.
- Each member community agrees to select a primary contact person and may submit an unlimited distribution list of names and e-mail address of employees wishing to receive electronic materials directly from MiCAMP. The primary contact person from each community is entitled to one voting privilege. The primary contact person will be the first person from a community to submit an application for membership unless MiCAMP is otherwise informed.

Section 3. General Membership:

- Available to any regional organization, agency, association, business, institution or individual. No voting privileges are given to this category of membership.
- Each regional organization, agency, association, business, institution or individual will select a primary contact person and may submit an unlimited distribution list of names and e-mail addresses of employees within that organization wishing to receive electronic materials directly from MiCAMP. No voting privileges are given to this category of membership.

Article VI – Membership Dues

Section 1. Community membership dues will fall in one of three categories depending on the year 2010 SEV of each county. The SEV category of each county will be re-assessed every 5 years. The membership dues of all other organizations will be equivalent to the middle SEV category.

Section 2. Membership year runs through August 1st through July 30th. Renewal notification will be sent at least 30 days prior to membership expiring. Members who fail to pay their dues within 30 days following membership expiring shall, without further notice, lose all of their membership privileges.

Section 3. Actual membership dues will be reviewed and set by the Board of Directors on an annual basis at the Annual Meeting at a level appropriate to the anticipated needs of the Association.

Section 4. If multiple dues payments are received from an organization within the same year, the excess amount will be credited to the following year's dues.

Article VII – Voting Privileges

Section 1. Only one person per community working in that county or local government will have voting privileges. In communities with several members representing the same unit of government, it will be the responsibility of those members to select one voting member. No other members will have voting privileges. Should the primary contact person not be present when a vote is taken, another member from that community may vote in lieu of the primary contact with a note from primary contact.

Article VIII – Meetings

Section 1. Annual Meeting: There shall be an annual meeting of the association which shall take place as a portion of the fall educational conference or unless otherwise ordered by the Board of Directors. At this annual meeting the following business shall take place, community membership election of the members of the Board of Directors, election of the President by the elected Board of Directors, and delivery of the annual report to the full membership present, and for the transaction of other business. Notice of such meeting, shall be email or mailed to the last recorded address of each voting member at least thirty (15) days prior to the meeting.

Section 2. Regular Meetings: Meetings of the association shall be held quarterly in person at an agreed upon location or by conference call. Notice of time and place shall be emailed or mailed to the last recorded address of each voting member at least thirty (15) days prior to each meeting.

Section 3. Special Meetings: Special meetings of the association may be called by the Board of Directors, or shall be called by the president upon the written request (by mail) of 25% of the voting members of the association. Notice of time and place shall be communicated (by mailed or email) to the last recorded address of each voting member at least fifteen (15) days prior the meeting.

Section 4. Quorum: A majority of the Board of Directors shall constitute a quorum at any meeting of the Board. Any meeting having less than a quorum present may discuss items of interest to MiCAMP but shall not take action until a quorum is present.

Section 5. Absence: Any member of the Board unable to attend a meeting shall notify the president of the reason for such absence. If a director is absent two (2) consecutive meetings for reasons which the Board has failed to declare sufficient, the member's resignation shall be deemed to have been tendered and accepted.

Section 6. The order of business may be altered or suspended at any meeting by a majority vote of the members present. The usual Parliamentary rules as laid down in "Robert's Rules of Order" shall govern all deliberations, when not in conflict with these bylaws.

Article IX – Board of Directors

Section 1. The board of Directors shall have supervision, control and direction of the affairs of the association, shall determine its policies or changes therein within the limits of the bylaws, shall actively support its mission and shall have discretion in the disbursement of its funds. It may adopt rules and regulations for the conduct of its business and may, in execution of the powers granted, appoint such agents as it deems necessary.

Section 2. The Board shall be composed of a president, a secretary, a treasurer and six directors-at-large.

Section 3. At the annual meeting there shall be elected three directors-at-large to three year terms. Any director shall be eligible for re-election on a tri-annual basis with no term limits. Partial terms shall also be elected at the annual meeting in the case of vacancies. The nine directors-at-large will elect a president, treasurer and secretary by ballot or consensus. Terms shall expire with the adjournment of the next annual meeting at which the successor is elected.

Section 4. The president with the approval of the Board will annually establish a nominating committee and designate one person as chairperson. The nominating committee will prepare a slate of candidates utilizing the following procedures:

- The nominating committee will present a slate of candidate(s) representative of the association's voting membership to the Board of Directors; Following the 2010 Annual meeting, one director would be elected each year for a three year term from each of the following categories.
- Three board positions must come from and be reserved for persons employed in county government.
- Three board positions must come from and be reserved for persons employed in city/township/village government.
- The three remaining board position must be nominated at large from member organizations including academia, regional or tribal government, associations or individuals.
- At least one candidate will be nominated for each vacancy, including all vacant partial terms;
- The election will be by voice vote taken at the annual meeting. Should there be questions regarding the outcome of the vote for any directors position, the nominating committee shall conduct a written ballot vote for candidates for that particular position.
- Nominations will be accepted in writing from any voting member up to 15 days prior to the election.
- The names of the nominees will be published by email to the membership at least 10 days prior to the election.
- All nominees must agree to serve if elected.
- The persons elected from each category at the 2010 Annual Meeting shall serve the length of term as specified by the nominating committee prior to the election with person from each category serving a one year term, one person a two year term and one person a three year term.

Section 5. Compensation: Directors shall not receive any compensation for their services as directors. The Board may by resolution authorize reimbursement of expenses incurred in the performance of association duties.

Section 6. Resignation and Removal: Any director or officer may resign at any time by giving written notice to the president or secretary. Such resignation shall take effect at the time specified therein or at the time of acceptance if no such time is specified. Any director may be removed by a two-thirds vote of the directors at any regular or special meeting at which a quorum is present provided the director is given prior notice of the intent to remove and has the opportunity to defend oneself against the charges which are the basis for removal.

Section 7. Vacancies: Any vacancies that may occur on the Board by reason of death, resignation or otherwise may be filled by the president until the next annual meeting or expiration of that term, (which ever is the shorter period of time) with the approval of the board. A vacancy in the presidency may be filled by the board by consensus or ballot at the next quarterly meeting. A person shall be elected at the next Annual Meeting to complete the balance of the term should any time remain.

Section 8. Ethics: Board members shall serve to represent the Association and fully advance its mission without conflict with other interests.

Article X – Committees

Section 1. The Board of Directors may establish committees as deemed necessary to carry out the purposes of the association.

Article XI – Mail Vote

Section 1. Whenever, in the judgment of the Board, any question shall arise which it believes should be put to a vote of the membership and when it deems it inexpedient to call a special meeting for such purposes, the directors may submit such a matter to the voting membership in writing by email or mail for vote and decision. The question thus presented shall be determined according to a majority of the votes received by mail within thirty (30) days after such submission to the voting membership, provided that in each case votes of at least the majority of voting members shall be received. Any and all action taken in pursuance of a majority mail vote in each case shall be binding upon the association in the same manner as would be action taken at a duly called meeting.

Article XII – Fiscal Year

Section 1. The association will operate on a fiscal year April 1st to March 31st.

Article XIII – Indemnification

Section 1. The association may, by resolution of the Board of Directors provide indemnification by the association of any and all of its directors or officers or former directors or officers against expenses actually and necessarily incurred by them in connection with the defense of any action, suit, or proceeding, in which they or any of them are made parties, or a party, by reason of having been a director or officer of the association, except in relation to matters as to which such director or officer or former director or officer shall be adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of duty and to such matters as shall be settled by agreement predicated on the existence of such liability for negligence or misconduct.

Article XIV – Dissolution

Section 1. Voting on dissolution will be carried out by mail vote in accordance with Article XI, Section 1 with the following exceptions. Dissolution of the organization requires at least 2/3 of the voting membership to respond. A 2/3 majority of these votes is required to enact the dissolution. No more than one call for dissolution may be put to ballot in any given year.

Section 2. The association shall use its funds only to accomplish the purposes specified in these bylaws, and no part of said funds shall inure, or be distributed, to the members of the association. On dissolution of the association any funds remaining shall be distributed by forwarding them to the Charlevoix County Community Foundation for deposit into the Mark Clute Mapping Technologies Scholarship fund.

Article XV – By-law Amendments

Section 1. Upon proposal by the Board, these by-laws may be amended, repealed, or altered, in whole or part, by a two-thirds majority of the votes cast by the voting membership.

Section 2. These by-laws may be amended at an annual meeting of the association, provided that a copy of any proposed amendment shall be mailed or emailed to the last recorded address of the voting member from each member community at least fifteen (15) days prior to the date of the meeting.

Section 3. These by-laws may be amended by a mail vote conducted in accordance with Article VIII.