

**BYLAWS OF THE LAWRENCE/DOUGLAS COUNTY
ADVOCACY COUNCIL ON AGING**

ARTICLE I -- NAME-LOCATION-AREA

Section I. NAME: The name of this organization shall be the Lawrence/Douglas County Advocacy Council on Aging.

Section II. OFFICE: The principal office of the Council shall be located in Lawrence, Kansas.

Section III. AREA: The geographic area of the Lawrence/Douglas County Advocacy Council on Aging is Douglas County, Kansas.

ARTICLE II -- PURPOSE-GOALS-FUNCTIONS

Section I. PURPOSE: The general purpose of the Council is to serve as a voice of advocacy for older citizens in Douglas County by stimulating community awareness and interest in the development of comprehensive and coordinated service systems to aid older citizens in attaining and maintaining self-sufficiency, personal well-being, dignity, and maximum participation in community life.

Section II. GOALS AND FUNCTIONS: The primary goal of this council shall be to advocate state and local agencies and governmental bodies to concentrate on the developing of services and providing adequate funds for such services in order to:

- a. Secure and maintain maximum independence and dignity in a home environment for older citizens capable of self-care with appropriate supportive services as Housing, KINH, VNA, etc.
- b. Remove individual and social barriers to economic and personal independence of older citizens, including the provision of opportunities for employment and volunteer activities in the communities and neighborhoods where older citizens live.
- c. Establish and maintain communications with service providers, i.e. the Douglas County Senior Services, the Jayhawk Area Agency on Aging, and such other organizations that might provide services for elderly citizens.
- d. For those older citizens not capable of self-care, encourage the efficient operation of nursing homes so that the care and treatment of the individual is of the highest quality.
- e. Discuss and advocate worthwhile programs to meet the needs of older citizens in Douglas County and recommend county-wide priorities.

ARTICLE III -- ORGANIZATION

Section I. MEMBERSHIP: There shall be no fewer than ten (10) council members, nor more than twenty (20). One-half (½) of the membership shall be appointed by the City Commission of Lawrence. One-half (½) of the membership shall be appointed by the Board of County Commissioners of Douglas County. Efforts shall be made to include interested individuals from all geographical areas and socio-economic groups of the city and county.

Section II. TERM OF APPOINTMENT: One term shall be three (3) years. No member shall serve more than two (2) consecutive terms.

Section III. RESIGNATIONS -- INABILITY TO SERVE: In the event any member, during the first two years of his/her term shall resign or be unable to serve, a successor shall be appointed for a three year term. If the inability to serve occurs during the third year, the position shall remain vacant until time for the term to end.

Section IV. QUALIFICATIONS: Members of this council shall be residents of Douglas County, fifty-one (51) percent being sixty (60) years of age or older.

Section V. ABSENTEEISM: The council shall recommend to the appropriate appointing authority the replacement of any council member who is absent three (3) consecutive meetings without just cause, or who attends less than one-half (1/2) of the council meetings during any twelve (12) month period. Absentee council members shall, if possible, contact the Chair to explain absences.

Section VI. AUTHORITY FOR COUNCIL: No individual council member may speak, or act, for the Advocacy Council unless specifically so directed by the full body of the council, or by the Executive Board.

ARTICLE IV -- OFFICERS-COMMITTEES

Section I. GENERAL: Each year at the April meeting of the Council, the Chair shall appoint a Nominating Committee of three (3) members. The Nominating Committee shall present to the Council at the May meeting nominations for the office of Chair and/or Vice-Chair, with the Chair elected in even number years, and Vice-Chair elected in odd number years. The Secretary shall serve at the pleasure of the Chair. The Chair and/or Vice-Chair shall be elected (as described above) at the June meeting of the Advocacy Council by a majority of the Council members present. The Chair and Vice-Chair shall be elected for a term of two (2) years and shall be eligible for two successive terms. Their term of office shall begin July 1, and shall serve for two years or until their successor has been elected.

Section II. CHAIR: The Chair shall preside at all meetings of the Council. The Chair shall be an ex-Officio member of all committees other than the Nominating Committee. The Chair shall assume all duties of the President of an organization.

Section III. VICE-CHAIR: The Vice-Chair shall, in the absence of, or disqualification or disability of, the Chair perform the duties of the Chair.

Section IV. SECRETARY: The Secretary shall be responsible for recording and maintaining the proceedings of each Council meeting, including a record of attendance and of excused absences. A copy of the minutes shall be made available to all members, either by mail or at the succeeding meeting. The minutes shall include an announcement of the date, time, and place of meetings. The Secretary shall maintain the "minute file" of the Council.

Section V. EXECUTIVE COMMITTEE: The Executive Committee shall consist of the Chair, Vice-Chair, and Secretary of the Council. If a decision must be made between regular meetings of the Council, the Executive Committee shall make that decision and be the official voice of the Advocacy Council as pertains to the decision.

Section VI. EXECUTIVE BOARD OF DIRECTORS: The Executive Board of Directors shall include the Chair, Vice-Chair, Secretary, and all committee chair-persons. The Board shall meet, as needed, at the call of the Chair at least five (5) working days in advance of such meeting.

ARTICLE V -- MEETINGS

Section I. REGULAR MEETINGS: The regular meetings shall be determined by the Executive Board of Directors, and shall be on a regular basis. Announcement of the date, time, and place of the succeeding meeting shall be made at the close of each meeting.

Section II. SPECIAL MEETINGS: Special meetings of the Advocacy Council may be called by the Chair, or upon written request of five (5) members of the Council. Notice of the time, place, and purpose of any special meeting shall be given all members at least five (5) working days in advance of such meeting.

Section III. QUORUM: A quorum shall consist of 30% of the voting members of the Advocacy Council, plus two members of the Executive Committee.

Section IV. CONDUCT OF MEETINGS. All meetings of the Advocacy Council shall be conducted in accordance with the current ROBERTS RULES OF ORDERS.

ARTICLE VI -- AMENDMENTS

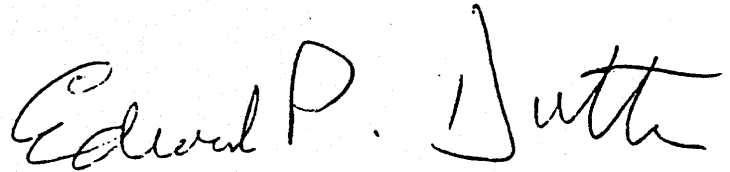
These Bylaws may be amended, altered, or repealed by a two-thirds (2/3) vote of the quorum at any regular or special meeting duly convened, provided written notice of any proposed amendment, or change in the Bylaws, is furnished to the Advocacy Council members not less than ten (10) days prior to the meeting at which the proposed change is to be considered. Changes or modifications in such proposed changes germane to such proposals may be adopted at such regular or special meetings without further notice. A copy of these Bylaws will be filed with the Board of Commissioners of Douglas County and the Lawrence City Commission.

ARTICLE VII -- ADOPTION OF BYLAWS

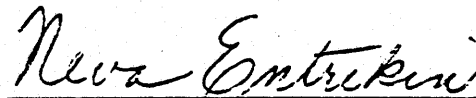
The above and foregoing Bylaws are hereby adopted as the Bylaws of the Lawrence/Douglas County Advocacy Council on Aging.

Dated this 20th day of April, 1995.

Bylaws Committee
Ed Dutton, Chair
Walter Crockett
Neva Entrikin
Hilda Enoch
Glenna Herd
Mary Townsend
Jan Faust
Nancy Sanders



Ed Dutton, Chair



Neva Entrikin, Secretary

Our next meeting will be THURSDAY, MAY 15, 9:30 AM, VERMONT TOWERS, LAWRENCE

Suggested Agenda:

- Minutes of previous meeting
- Amendment to By-Laws on Election of Secretary to AC (See below)
- Latest Developments on Project LIVELY & JAAA matter (see enclosed status report)
- Adult Day Program and DCSS
- Other Issues

EXISTING ARTICLE IV - OFFICERS

Section I. GENERAL: Each year at the April meeting of the Council, the Chair shall appoint a Nominating Committee of three (3) members. The Nominating Committee shall present to the Council at the May meeting nominations for the office of Chair and/or Vice-Chair with the Chair elected in even number years, and Vice-Chair elected in odd number years. The Secretary shall serve at the pleasure of the Chair. The Chair and/or Vice Chair shall be elected (as described above) at the June meeting of the Advocacy Council by a majority of the Council members present. The Chair and Vice-Chair shall be elected for a term of two (2) years and shall be eligible for two successive terms. Their term of office shall begin July 1, and shall serve for two years or until their successor has been elected.

PROPOSED AMENDMENT TO ARTICLE IV

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Every two years at the April meeting of the Council, the chair shall appoint a Nominating Committee of three (3) members. The Nominating Committee shall present to the Council at the May meeting nominations for the office of Chair, Vice-Chair, and Secretary. Officers shall be elected at the June meeting of the Advocacy Council by a majority of the Council members present. The Chair, Vice-Chair, and Secretary shall be elected for a term of two (2) years and shall be eligible for two successive terms. Their term of office shall begin July 1, and each shall serve for two years or until their successor has been elected.

PASSED - AC - 5/15/97

Charles P. Dutton
AC Chairperson