

VCGI Technical Advisory Committee

By-laws

ARTICLE I. NAME

The name of this organization, hereinafter referred to as the "TAC", shall be the **VCGI Technical Advisory Committee**.

ARTICLE II. AREA SERVED

The area served by the TAC shall be the State of Vermont pursuant to the directives of the VCGI Board.

ARTICLE III. LEGAL BASIS

The TAC is a standing sub-committee of the VCGI Board.

ARTICLE IV. PURPOSE Develop, review, and recommend for approval technical standards and guidelines in support of VGIS and VCGI Board objectives. Standards do not need to be approved by the VCGI Board unless there is a change in VCGI policy. Any issues relating to changes in VCGI policy will be presented to the VCGI Board via the Executive Director.

ARTICLE V. MEMBERSHIP

Section 1. Eligibility

Anyone can request membership. If slots are available, membership requests will be reviewed by the TAC and presented to the VCGI Board for approval. Prospective members may be screened on the basis of professional background and representation (refer below). Prospective members must provide the VCGI Board with a resume.

VCGI is not a member of the TAC but shall be present at TAC meetings.

Section 2. Membership Year

Members are appointed to a one year term with annual renewal as an option.

Section 3. Representation

There will be a maximum of 20 members. Representation will be distributed among the following sectors:

- Private
- Public (State, RPCs, Towns)
- Non-Profit
- Academic

There will be an attempt to have as broad a range of disciplines represented as possible.

Section 5. Compensation

None

Section 6. Alternates

Designated Alternates will be chosen by the absent member(s) and/or the TAC. Alternates serving

more than one third of a membership year must be approved by the Board.

ARTICLE VI. POWERS, DUTIES AND REQUIREMENTS

Section 1. Powers of the Membership

Members of the TAC shall have and may exercise all the powers of the TAC, provided in accordance with VCGI Board directives. It may exercise any and all power granted to it by these By-laws, or by any amendment to these By-laws. It may make such further rules as it deems proper and consistent with these By-laws and in accordance with directives from the VCGI Board.

Section 2. Duties of Members

1. It shall be the duty of the Members to develop, review and recommend for approval VGIS technical standards and guidelines.
2. Members are strongly encouraged to attend all meetings and remain current with TAC activities.
3. At the Annual Meeting the Members of the group shall designate a Chair for a one year term. The Chair will coordinate TAC efforts and drive the overall process (including scheduling of meetings, drafting of minutes, and compilation of minutes).
4. At the Annual Meeting, the work plan for the coming year shall be adopted by the Members.
5. Members may establish technical sub-groups, and define the scope, purpose and tenure of each sub-group. Sub-group members shall be nominated by the Members.

ARTICLE VII. VOTING

Section 1. Representation

Each Member shall have one vote. Member may proxy vote by sending notice to the Chair.

Section 2. Alternates

Designated Alternates shall be eligible to vote in a Member's absence.

Section 3. Quorum

A quorum consists of five members.

ARTICLE VIII. MEETINGS

Section 1. Regular Meetings

Regular meetings of the TAC shall be held at a time and place to be selected by the Chair.

Section 2. Special Meetings

Special meetings of the Members of the TAC may be called by the Chair. Special meetings shall be called whenever any five Members request such special meeting in writing.

Section 3. Annual Meetings

The Annual Meeting of the Members shall be held during the month of June at a time and place to be selected by the TAC. At the Annual Meeting, the Chairman is elected for a one-year term by the Members. Also at the Annual Meeting, the work plan for the coming year may be adopted by the Members.

Section 4. Meeting Notice

Regular and annual meeting notices and tentative agendas shall be mailed to all Members of the TAC by VCGI at least four weeks prior to TAC meetings.

ARTICLE IX. AMENDMENTS

These By-laws may be amended by resolution of the Members at any regular or special meeting, provided that the following conditions have been met:

1. That proposed amendments to these By-laws are presented in writing to the Members at least fifteen (15) days prior to the date of the TAC meeting at which they are to be discussed and voted on.
2. That the By-laws are amended by an affirmative vote of at least two-thirds of the voting Members present.
3. That the date of approval must be included with any amendment to these By-laws.
4. The VCGI Board of Directors approves the amendments.

(adopted December 16, 1998)