

**Colorado State University Cooperative Extension
In Adams County Advisory Committee
"Bylaws"**

ARTICLE I.

Section 1. Name

The name shall be the Adams County Extension Advisory Committee.

Section 2. Purpose

The Adams County Extension Advisory Committee (ACEAC) shall inform themselves of problems and opportunities of concern to Adams County residents. The committee will serve in an advisory capacity to the Colorado State University's Extension Staff in the program areas of Agriculture, Horticulture including Commercial Greenhouse, 4-H Youth, Family and Consumer Science, and Nutrition Education. In this advisory capacity committee members shall assist Extension Staff in identifying needs, planning programs, developing programs, establishing priorities, implementing programs, evaluating programs, providing suggestions and support in the budgetary process and assist in communication efforts with communities, the County Commissioners, and State and Federal Legislators.

ARTICLE II.

Section 1. Membership

The membership shall be composed of a representative group of men and women selected for their leadership and who have demonstrated, by their past actions, a concern for the people of Adams County. Membership shall consist of a minimum of 15 people with representatives coming from each of the five (5) program areas (Agriculture, Family and Consumer Science, 4-H Youth, Horticulture, and Greenhouse), and three (3) at large. It is suggested that at least one program area representative come from their respective advisory committees.

Section 2. Selection of Membership

Nominees for membership to the ACEAC shall be recommended by any member of the committee and/or Extension Agent and approved by the committee. Membership discrimination because of race, color, religion, sex, age, national origin, handicap, or political affiliation is contrary to the purpose and policy of the Adams County Extension Advisory Committee (ACEAC).

Section 3. Tenure

Members shall be permitted to serve up to two (2) three-year terms with at least a year off before consideration for membership again. One third of the terms will end each year.

Section 4. Vacancies

In the case of a vacancy of the ACEAC, the unexpired term of the vacating members shall be filled as outlined in Article II, Section 2.

Section 5. Termination

Membership may be terminated upon written resignation of the committee member.

ARTICLE III.

Section 1. Officers

The officers of the ACEAC shall be: Chairman, Vice Chairman, and Secretary. Officer positions will be voted on at the first meeting after January 1.

Section 2. Tenure of Officers

Tenure of officers shall not exceed three successive years.

Section 3. Executive Committee

The Executive Committee shall be composed of the Chairman, Vice Chairman, Secretary, and three members at large appointed by the Chairman from the membership.

ARTICLE IV.

Section 1. Meetings

There shall be four regular meetings per year. The committee officers may call such other meetings as are deemed necessary. A majority of the membership present at any regular meeting shall constitute a quorum.

ARTICLE V.

Section 1. Committees

The Chairman of the ACEAC may appoint committees from the membership to provide for in-depth discussion of various major concerns and issues.

ARTICLE VI.

Section 1. Parliamentary Procedure

In all instances not governed by these bylaws, Roberts Rules of Order newly revised, 1981, shall govern.

ARTICLE VII.

Section 1. Amendments

The bylaws may be amended at any regular or special meeting by a two-thirds vote of a majority of the membership present. Notice of change(s) to be voted on are to be circulated to the membership not less than 15 days prior to the meeting at which such action is to be taken.

Adopted: _____

Cooperative Extension programs are available to all without discrimination.