

BY-LAWS

CROW WING COUNTY NATURAL RESOURCES ADVISORY COMMITTEE **(formerly known as the “Lands and Forestry Advisory Committee” and “Parks and Trails** **Advisory Committee”)**

I. Name:

Crow Wing County Natural Resources Advisory Committee

II. Purpose:

To advise, consult with or make recommendations to the Crow Wing County Board of Commissioners on matters relating to parks and trails; the development, maintenance, management and utilization of the forest and related resources on tax forfeited and other lands of Crow Wing County. Committee to be sensitive to any adverse environmental impacts as a result of the county’s management efforts and assure compliance with existing guidelines and standards required by state law or settlement agreement and promote a healthy productive and sustainable forest industry. The committee will release a public report at least annually documenting compliance with existing guidelines and standards required by state law or settlement agreement.

III. Membership:

Section 1

- A. Four land resource professionals.
- B. The committee will consist of 9 local citizens, including one from each county commissioner’s district and 4 citizens-at-large.

The next time an at-large member does not seek reappointment, this position will be eliminated through attrition and the committee will be reduced to 8 local citizens, including one from each county commissioner’s district and 3 citizens-at-large.

- C. Three county commissioners.
- D. Administrative Services Director (non-voting member).

Section 2

Appointment of members will be made by the County Board of Commissioners.

Section 3

Term of membership:

- A. Appointment and/or re-appointment of members will be made by the County Board. County Commissioners will recommend names to the Chair for those appointments vacant or expired in their respective district. At-large and

other vacancies that are not district specific will be appointed by the Chair and may be advertised at the County Board's discretion.

- B. Citizen members are appointed for a two-year term, with open citizen appointments and/or re-appointments reviewed annually. Terms end on January 31st of each year. Citizen appointments shall also terminate for all appointees representing specific Commissioner districts whenever there is a new County Commissioner representing that district to allow a new County Commissioner to consider making their own appointments for the unexpired portions of the term of the citizen appointee.
- C. Professionals shall serve at the discretion of the county board and will be subject to reappointment each year.
- D. All committee appointees serve at the pleasure of the Board.

Section 4

Absenteeism:

- A. If committee members miss more than three consecutive meetings, they will be considered to have resigned from the committee and a new appointment will be made to fill their term.

IV. Officers:

Section 1

Officers of this committee shall be a chair-person and vice chair-person. The secretary shall be the land commissioner and/or a representative from the Land Office.

Section 2

Officers shall be elected by membership at the annual January organizational meeting.

Section 3

In the event of a resignation of an officer the committee shall fill the vacancy.

Section 4

Duties:

- A. The chair-person shall preside at all meetings of the Advisory Committee. He or she shall meet with the land commissioner previous to each meeting to review old and new business to be presented to the board.
- B. The vice chair-person shall assume the responsibilities of the chair when the chair-person is unable to serve.
- C. Secretary shall keep minutes of all proceedings and handle correspondence of the Advisory Committee.

V. Compensation and Mileage:

Section 1

Per Diem:

- A. Committee members shall receive payment for up to two subcommittee meetings and other related meetings per month at the request of the chair.
Payment based upon current rates as established by county board.

Section 2

Mileage:

- A. Committee members will be reimbursed at the current county rate for mileage to and from home to meeting place. Such reimbursement may be for more than two meetings per month.

VI. Meetings:

Section 1

- A. The committee will meet at least quarterly.
- B. Special meetings may be called as needed by the Advisory Committee Chair-person.
- C. An organizational meeting shall be held in April with election of officers.
- D. All meetings shall follow Robert's Rules of Order.

Section 2

A quorum shall consist of nine members of the committee until 2018, then eight members, and a majority vote of those present shall decide all questions.

VII. Subcommittee Task Forces:

Subcommittees shall be appointed as needed by the chair-person of the Advisory Committee. Subcommittee/Task Force members other than Advisory Committee members shall be appointed by the County Board of Commissioners and shall receive a mileage reimbursement at the current county rate.

VIII. Changing and Amending:

These By-laws may be amended as deemed necessary by the Advisory Committee. Such amendments shall be in writing and may not be acted upon with less than thirty (30) days prior written notice and must have 2/3 majority vote to be recommended to the county board for their action.