

BYLAWS

Weld County Area Agency on Aging Advisory Board

ARTICLE I

NAME

The name of this Weld County Government Advisory Board shall be the "Weld County Area Agency on Aging Advisory Board."

ARTICLE II

PURPOSE

The Weld County Area Agency on Aging Advisory Board organized pursuant to resolution by the Board of Weld County Commissioners, October 1, 1980, shall assist the Weld County Board of Commissioners in all matters of planning for older persons as provided by these Bylaws and shall carry out the objectives and intent of the Older Americans Act of 1965, as amended.

ARTICLE III

ADVISORY BOARD MEMBERSHIP

Section 1

The Weld County Area Agency on Aging Advisory Board shall have not less than fourteen (14) nor more than eighteen (18) voting members.

Section 2

The membership on the Weld County Area Agency on Aging Advisory Board (Advisory Board) shall be appointed by the Weld County Board of Commissioners, subject to the following requirements:

- a. Members of the Advisory Board shall be comprised fifty percent (50%) of persons age 60 and older.
- b. Membership may include but not be limited to representation of colleges and universities, elected or public officials, health care providers, senior centers, local business and service clubs.
- c. Providers of services, employees, and members of the Boards of Directors receiving Title III funds under the Older Americans Act or planning to receive Title III shall not serve as Advisory Board members to the Area Agency on Aging. Any Advisory Board member who is currently in conflict with this policy will abstain from all funding discussions and voting as it relates to the conflict.

Section 3

Advisory Board members appointed in accordance with Section 2 shall generally be representative in terms of ethnic origin, sex, income level, geographic areas and population centers of Weld County.

Section 4

Advisory Board members shall be appointed in January and shall simultaneously serve three (3) year terms with eligibility for reappointment permitted. No person shall serve more than two (2) terms. A member may be reappointed to the Advisory Board after the completion of two (2) terms if he or she has not served on the board for at least one (1) year.

Section 5

In the event of a vacancy or the failure of a member to attend three (3) consecutive regular meetings of the Advisory Board, the Board of County Commissioners shall reappoint a qualified individual pursuant to the requirements set forth in Article III, Section 2.

Section 6

Each member shall be entitled to one (1) vote.

ARTICLE IV

The Advisory Board

Section 1

The Advisory Board shall elect from its members a Chairperson and Vice-Chairperson. The elected officers shall serve one (1) year terms beginning in February. No officer shall serve more than three (3) consecutive terms.

Section 2

The time and place of the Advisory Board meetings shall be determined by the Weld County Area Agency on Aging.

Section 3

The Advisory Board shall meet monthly unless there is no other business to transact.

Section 4

Except as provided herein, a quorum shall be deemed formed when there are present fifty-one percent (51%) of the then presently constituted voting membership. However, in no case shall less than five (5) voting members present constitute a quorum.

Section 5

A majority vote of the members present shall be considered a favorable vote upon all motions or resolutions by the Advisory Board.

Section 6

The Area Agency on Aging and the Advisory Board will establish committees that will provide advice and assistance to the Area Agency on Aging and Advisory Board in carrying out the priorities of the Area Agency on Aging.

Committees will be reviewed annually to determine relevancy and membership for the new calendar year. New committees can be added at any time by the Area Agency on Aging and Advisory Board, if a need has been determined.

Advisory board members are encouraged to serve on at least one committee and are expected to attend committee meetings regularly.

Section 7

Robert's Rules of Order as revised, shall govern the conduct of the Advisory Board meeting, unless otherwise specified by the Bylaws.

ARTICLE V

DUTIES OF THE OFFICERS

Section 1

The Chairperson shall preside at all meetings of the Area Agency Advisory Board and may call special meetings when needed. Members must be given at least forty-eight (48) hours for all special meetings

Section 2

The Vice-Chairperson shall preside and perform the duties of the Chairperson, in the Chairperson's absence, and shall perform all other duties that may be assigned to the Chairperson.

Section 3

An Executive Committee shall be comprised of the Chairperson, Vice-Chairperson, and subcommittee chairpersons. This Committee shall have the authority to act on those matters requiring immediate decision and action prior to a regular Area Agency on Aging Advisory Board meeting. Continuing effect of such interim action requires ratification by the Area Agency Advisory Board at the next regular Board meeting.

Section 4

The nomination and election of annual officers shall be held during the first regular meeting of each calendar year. The nomination committee will bring recommendations to the Executive Committee prior to the January meeting.

ARTICLE VI

ADVISORY BOARD FUNCTIONS

Section 1

The Area Agency Advisory Board shall perform the following functions in an advisory capacity to the Weld County Commissioners:

- a. Provide advice on matters relating to the development of the four-year plan, annual updates and other revisions.
- b. Review and approve the four-year plan, annual updates and revisions prior to their submission to the Colorado Department of Human Services, State Unit on Aging.
- c. Review and approve the annual Older Americans Act budget.
- d. Provide leadership and advocacy on behalf of Weld County older adults.
- e. Become knowledgeable of the senior resources available to Weld County older adults.
- f. Assist the Area Agency on Aging in assessing and gathering information concerning unmet needs of Weld County older adults.
- g. Participate in periodic Area Agency on Aging public hearings that address and/or explore the needs of older adults.
- h. Assist the Area Agency on Aging in monitoring and evaluating all programs funded by Older Americans and Senior Services funds in Weld County.

- j. Support and attend key Area Agency on Aging events, initiatives, project, etc.

ARTICLE VII

AMENDMENT OF BYLAWS

Section 1

These Bylaws may be amended at any regular meeting of the Weld County Area Agency Advisory Board with subsequent approval of the Weld Board of Commissioners.

Section 2

At least twenty-five (25) days notice in writing shall be given of any proposed amendments of these Bylaws. The written notice shall also include the proposed amendments.