

BYLAWS
OF
AQUATICS BOARD

ARTICLE I – ADOPTION OF PROVISIONS UNDER ORDINANCE

The Aquatics Board adopts and applies the statutory requirements outlined in CBJ 67.10.010 - .110 as to conducting the business of the board. The remaining provisions contained herein are to aid the Aquatics Board in the administration of its business in addition to or as an implied result of the provisions outlined in CBJ 67.10.010 - .110.

ARTICLE II – GENERAL PROVISIONS

1. Notice. Notice of all meetings shall be provided to the general public in accordance with the Open Meetings Act as provided in AS 44.62.310. Notice for each general meeting shall be provided at least five (5) days before any such meeting.
2. Special Meetings. Special meetings of the Board may be called at any time by the Chair or any three (3) Directors. Notice for each special meeting shall be provided no less than 24 hours before such meeting. Only business identified in the notice of the meeting may be transacted at a special Board meeting.
3. Annual Meeting. The first general meeting after July 1 each year shall be the annual meeting for the purpose of electing Officers.
4. Quorum. A majority of the members of the Board shall constitute a quorum for transaction of business at any meeting of the Aquatics Board. A majority of the members of a committee shall constitute a quorum for the transaction of business of the committee. Members may participate in Board and Committee meetings and be counted for the quorum via telephone if the member declares that circumstances prevent physical attendance.
5. Voting. The minimum vote required to take official action shall be the same as that constituting a quorum, provided that no vote may be taken at a meeting which would lack a quorum but for the presence of non-voting ex-officio members.
6. Number of Votes for each Director. Each director shall be entitled to one (1) vote and shall vote unless excused due to a conflict of interest.
7. Adjournment of Meetings. If a quorum is absent, the Chair may adjourn such meeting to a later time and place as the Chair deems appropriate. No official action shall be taken without a quorum except to seek a quorum or adjourn.

ARTICLE III – RULES OF PROCEDURES

1. Agenda. The Agenda for each general Board meeting shall be prepared by the Chair and Staff together. The agenda and supporting information shall be posted on the website four (4) days prior to each meeting. Supplemental material provided to the Board at its general and special meetings shall be made available to the public at the meeting and attached to the minutes of the meeting.
2. Order of Business
 - a. Roll call
 - b. Approval of Agenda
 - c. Public participation
 - d. Reading, correction, and approval of minutes of previous meeting
 - e. Staff reports
 - f. Unfinished business
 - g. New business
 - h. Reports of Committees
 - i. Board of Directors comments and questions
 - j. Adjournment
3. Motions: Discussion and voting procedures shall be guided by Roberts Rules of Order for Small Boards (Under 12 members).
 - a. Members shall raise their hands to be recognized by the Chair
 - b. Motions do not need to be seconded
 - c. Members may speak any number of times on any motion
 - d. Members may discuss any subject while no motion is pending
 - e. Unless they agree by unanimous consent, members must vote by voice or by a show of hands as requested by the Chair
 - f. The Chair may enter into the discussion and may make motions and vote

ARTICLE IV - COMMITTEES

1. Committees. The Aquatics Board may appoint such Standing and Special Committees as it deems necessary to fulfill its responsibilities.
2. Committee Chair: The Chair shall designate a Board member to lead each Committee

ARTICLE V - OFFICERS

1. Officers. Officers of the Aquatics Board shall consist of a Chair and Vice-Chair.

2. Chair. The Chair shall preside at all meetings of the Aquatics Board and shall have general charge of and control over the affairs of the Aquatics Board subject to approval by the Board of Directors. The Chair shall serve ex officio on each Committee.
3. Vice-Chair. The Vice-Chair of the Aquatics Board shall act as Chair in the absence of the Chair.
4. Officer Terms. Each officer shall serve for a term of one year or until the conclusion of the Annual Meeting at which his successor is elected.

ARTICLE VI - INDEMNIFICATION

1. Indemnification of Directors and Officers. Each director and officer of the Aquatics Board now or hereafter serving as such, shall be, and by virtue of this Bylaw provision hereby is, indemnified by the City and Borough of Juneau against any and all claims and liabilities to which they, their heirs, and personal representatives, have or shall become subject due to serving or having served as such director or officer, or neglected by them as such director or officer; and the City and Borough of Juneau shall reimburse each such person for all legal expenses (including attorneys fees) reasonably incurred by them in connection with any such claim or liability, provided, however, that no such person shall be indemnified against, or be reimbursed for any expense incurred in connection with, any claim or liability arising out of their own willful misconduct or gross negligence.

The amount paid to any director or officer by way of indemnification shall not exceed their actual, reasonable, and necessary expenses incurred concerning the matter involved. The right of indemnification, herein above provided for, shall be exclusive of any rights to which any director or officer of the Aquatics Board may otherwise be entitled by law.

ARTICLE VI - AMENDMENTS

1. Amendments. Any of these bylaws may be amended by a majority vote of the Board of Directors at any regular or special meeting called for that reason.