

Healthy Personians Bylaws

Article I - Name

The name of this organization shall be the Healthy Personians Advisory Board.

Article II – Purpose

The purpose of the Healthy Personians Advisory Board shall be to advise our community and the Person County Health Department on ways to improve the health status of its citizens.

Article III – Funding

The Healthy Personians Advisory Board activities shall be funded through the North Carolina Office of Healthy Carolinians and private grants to be administered through the Person County Health Department.

Article IV – Fiscal Year

The fiscal year of the Advisory Board shall run from July 1 through June 30.

Article V – Membership

Section 1. Composition.

Membership should seek to represent the diverse population of Person County. The Person County Health Director shall be an ex officio member.

Section 2. Election.

Appointment to the Board shall be made by a majority vote of the Board members present and voting at a regularly scheduled meeting of the Board.

Section 3. Number.

There shall be a minimum of 15 and a maximum of 20 Advisory Board members.

Section 4. Types of Membership.

There shall be the following types of membership:

- (a) Seven designated members representing each of the following organizations: Person County Health Department, Piedmont Community College, Person County Board of Education, Person Memorial Hospital, Person County Cooperative Extension, Person County Parks and Recreation, and Person County Counseling Center shall serve on the Board.
- (b) Remaining members shall be made-up of interested individuals, community organizations and businesses representing Person County.

Section 5. Terms.

- (a) Each designated organization shall be represented continuously.
- (b) Terms of non-designated members shall begin in July.
- (c) Non-designated members may serve two complete consecutive terms and may be re-appointed following a year's absence from the Board.

A term is 3 years.

Section 6. Absence.

After a member has missed three consecutive regularly scheduled meetings without notifying the Chair or the Executive Director, the board reserves the right to remove them from the board in order to fill that position. If a member is removed from the board, they will be notified in writing by the Chair or Executive Director.

Section 7. Resignation.

A resignation should be submitted in writing to the Chair and becomes official after submission to the Board at the next regularly scheduled meeting of the Board. A successor may be chosen to complete the unexpired term.

Section 8. Removal.

A member may be removed from the Board by a majority vote of members at a regularly scheduled meeting of the Board at which business can be transacted.

Article VI – Officers

Section 1. Composition.

The officers of the Healthy Personians Advisory Board shall include a Chair, Vice Chair and Secretary, each of who shall be a Board member and elected by the Board.

Section 2. Election.

A majority of members present and voting at a regularly announced meeting shall elect officers in the spring from a slate prepared by the Nominating Committee. Nominations will be accepted from the floor prior to the vote.

Section 3. Duties.

- (a) **Chair.** The chair shall have supervision of the general management of the Board, shall appoint committee chairs as needed, preside at all meetings, and be an ex officio member of all standing committees.
- (b) **Vice Chair.** In the absence, disability or resignation of the Chair, the Vice Chair shall perform the duties of the Chair.
- (c) **Secretary.** The secretary shall record and maintain records of the Board.

Section 4. Term.

All officers shall serve for a period of one year beginning July 1 or until their successor is elected and may serve no more than two consecutive terms in the same office.

Article VII – Meetings

Section 1. Open Meetings.

Meetings shall be open to the public in accordance with the N.C. Open Meetings Law.

Section 2. General Meetings.

Regular meetings of the Healthy Personians Advisory Board shall be held on the second Monday of January, April, July and October at a time and place determined by the Chair. The Chair may cancel a meeting if he/she determines there is no pressing business to bring before the Board.

Section 3. Additional Meetings.

Additional meetings of the Healthy Personians Advisory Board may be called by the chair and must be called when requested by a simple majority of Board membership.

Section 4. Quorum

Eight board members shall be required for the transaction of business.

Article VIII – Amendments

These bylaws may be ratified, amended or dissolved by a two-thirds vote of the Advisory Board membership at a duly called meeting. Any proposed changes must be submitted to the membership at least ten days prior to the meeting in which they are to be acted upon or included in the notice of the meeting.

Article IX – Parliamentary Authority

Robert's Rules of Order shall be the authority for all questions not covered in these bylaws.