

**AMENDED BYLAWS  
OF  
FEDERATION OF COMMUNITY COUNCILS**

**ARTICLE I. NAME AND PLACE OF BUSINESS**

**Section 1. Name.** Federation of Community Councils, Inc.

**Section 2. Place of Business.** The principal office and place of business of the corporation shall be the Municipality of Anchorage, Alaska.

**ARTICLE II. PURPOSE**

The purpose shall be to engage in any lawful activity for nonprofit corporations under Alaska Statutes 10.20.005 and Section 501(c)(3) of the Internal Revenue Code, which is literary, educational, scientific, charitable, and consistent with the Articles of Incorporation.

**ARTICLE III. MEMBERSHIP**

There shall be no members of the Corporation.

**ARTICLE IV. BOARD OF DELEGATES**

**Section 1. Number.** The powers of the Corporation, as set forth in the Articles of Incorporation, shall be vested in a Board of Delegates of not more than one delegate for each Community Council. No Community Council shall have more than one vote.

**Section 2. Eligibility.**

- (a) **Delegates.** Delegates and Alternates shall be appointed by Community Councils recognized under Anchorage Municipal Code Section 2.40.
- (b) **Recognition of a Delegate.** A person identified by a Community Council as a Delegate or Alternate shall be seated as a Delegate to the Federation, providing the Community Council has completed the Federation Delegate Appointment Form or other communication by the Community Council President, submitted before a Federation meeting is called to order, showing the Delegate or Alternates have been duly appointed.

**Section 3. Meetings.** The Board of Delegates shall meet at least once every two months, or more often at the call of the Chair or petition of 20 percent of the members of the Board. All meetings shall be held within the Municipality of Anchorage.

**Section 4. Quorum.** A quorum shall consist of 51 percent of the seated number of Delegates appointed by Community Councils.

Section 5. Vacancies. The Chair may declare vacant the seat of any Community Council whose Delegate or Alternate fails to attend three successive meetings of the Board of Delegates and notify the affected Community Council in writing of the vacancy with 10 days of the vacancy.

Section 6. Removal. Delegates may be removed for cause by a two-thirds vote of Delegates appointed by Community Councils where no less than 51 percent of the total of all Delegates of the Federation are present at a special meeting called for that purpose with 10 days notice to all Delegates and to the Community Council whose Delegate is subject to removal.

Section 7. Public Office. A delegate to the Federation of Community Councils must resign immediately from the Board when that member formally declares a candidacy or is elected or appointed to municipal, state or federal office. Formal declaration means submitting a press release, or filing a notice of intent to run for office, or forming a campaign committee, or soliciting funds. Elected officials are not eligible to serve as delegates to the Board.

## ARTICLE V OFFICERS

Section 1. Officers. The officers of the Corporation shall be elected by the Board of Delegates. Officers shall consist of a Chair, Vice Chair, Secretary, and Treasurer.

Section 2. Tenure of Officers. All officers shall serve for one year or until their successors are elected. No officer shall serve more than two consecutive terms in the same office.

Section 3. Election.

- (a) The Board of Delegates shall annually elect its officers at the May meeting of the calendar year from among the current seated or prior Delegates, Alternates or Officers. Officers may or may not continue to be current Delegates from a Community Council. If a Community Council selects a new Delegate to replace the officer, then the officer may not be a voting member even if the Delegate from that Community Council is absent from the meeting.
- (b) The Chair shall appoint a nominating committee of at least three Delegates at the March meeting of each calendar year. The nominating committee shall present a slate of candidates for each office at the April meeting. The Chair shall request nominations from the floor for each office at that meeting and at the meeting when the election occurs. Election of officers occurs at the May meeting. If a printed ballot is employed, there shall be a space provided for a write-in candidate for each office. Officers elected shall take office on July 1 of each calendar year.

Section 4. Staff. The Board may employ a staff under the terms and at the compensation that it may determine.

Section 5. Duties of Officers and Staff. The duties of the Officers and the staff shall be those required by the Bylaws, policies, or motions of the Board of Delegates.

Section 6. Spokesperson. The Chair or his/her Designee shall be the official spokesperson for corporate decisions or policy.

Section 7. Section 7 of Article IV is applicable to officers.



## ARTICLES VI COMMITTEES

### Section 1. Standing Committees:

- (a) There shall be an Executive Committee of the officers listed in Article V, Section 1, above. The Executive Committee shall act only when the Board is not sitting. Any such action will be subject to the ratification of the Board at its next meeting.
- (b) The Finance Committee consists of three members. The Treasurer shall be Chair. The FCC Chair shall appoint two members who need not be Delegates.
- (c) The Personnel Committee shall consist of the Executive Committee.

Section 2. Temporary Committees. The Chair, with the concurrence of the Board, shall appoint and define the duties of the committees that may be necessary to accomplish the business of the Corporation.

Section 3. Duration. Committee members shall serve at the pleasure of the Chair.

## ARTICLE VII RULES OF PROCEDURE.

Robert's Rules of Order, Revised current edition, shall be used to conduct meetings except where they conflict with provisions of these Bylaws.

## ARTICLE VIII FINANCES

Section 1. Sources. Subject to the approval of the Board of Delegates, the corporation may receive gifts, grants or contributions, in cash or in-kind, from individuals, organizations, government, industry, educational institutions, foundations or other sources.

### Section 2. Fiscal Year; Annual Financial Review.

- (a) The fiscal year shall be from July 1 to June 30.
- (b) The books of the corporation shall be subject to a financial review by the finance committee, or a certified public accountant appointed by the Board of Delegates, at the end of the fiscal year of the corporation. The financial review shall be provided to the Board of Delegates.

Section 3. Banking. Deposits, withdrawals and special accounts shall be managed as authorized by the Board of Delegates as referenced in the fiscal policy of the Federation of Community Councils.

## ARTICLE IX AMENDMENTS

These Bylaws may be amended only by a two-thirds affirmative vote of the Delegates present. Thirty days advance notice must be given to all Delegates, and shall include the text of the proposed amendments.

ARTICLE X EFFECTIVE DATE

The effective date shall be upon ratification.

Ratified this 19<sup>th</sup> day of October, 2005.

Signed Niki A. Burrows Secretary