

# FCC Draft Bylaws

## Frequently Asked Questions

*Created by the FCC Bylaw Committee*

### What is the FCC?

- The Federation of Community Councils is a non-profit organization separate from individual community councils, that provides administrative services to the councils. The FCC mission is to *support & fosters neighborhood public engagement* across the Municipality of Anchorage. The FCC is managed by the FCC Board of Delegates.

### What isn't the FCC?

- While the FCC provides services, technology and other support for councils, either meeting/acting individually or as a group, councils never meet as “the FCC”.
- When the Board of Delegates meet to discuss council business, e.g. sharing major issues, receiving reports from the Assembly, School Board, Mayor's office etc. or discussing pending Municipal Ordinances, they are operating as a Coalition of Councils, not as “the FCC”.

### What is the relationship between FCC & Community Councils?

- The FCC is a non-profit created by CCs in 1976. Originally, the work was done by the Clerk's office. After some miscommunications and doubling up of jobs in the early years of the Muni, the CCs and the Assembly decided a separate non-profit should be the support for the CCs.
- The CCs are outline in Charter and Anchorage Municipal.
- The FCC is nonpartisan and not regulatory (meaning it is not ‘in charge’ of the CCs). The FCC is not outlined in Charter or Code. The Federation of Community Councils is a **501(c)(3)** non-profit organization.

### How did the Board of Delegates decide to start the bylaw amendment process?

- The original bylaws were passed in 1976. Those were then reviewed and amended (with nominal changes) in 2005. The FCC bylaws have not been reviewed in 20 years.
- As part of the training plan for 2024, there were two scheduled opportunities for Delegates to learn about their [roles & responsibilities](#) with the non-profit - **September 17<sup>th</sup> & November 12<sup>th</sup>**. The intention from these meetings was to move into strategic planning.
- In 2025, the first annual [Leadership & Officer Summit](#) was held on **March 15<sup>th</sup> & 16<sup>th</sup>**. Saturday session was dedicated to strategic planning with Delegates.
  - During this planning session, new core purpose & core values were workshopped (with further review after the session).
  - Some short- and long-term goals for the organization were identified by the attendees including:
    - Creating a difference between the governing board and representative feedback from all the councils.
    - Determine concrete and effective role of current delegation structure including responsibilities, how to effectively engage, and accountability mechanisms
    - Evaluate board limits

- Develop committees
- Update bylaws to reflect board structure change and adapt the meeting schedule accordingly.
- At the [March Board Meeting on 3/19](#), attendees of the strategic planning reflected on their experience. FCC Chair Mike Edgington called for a bylaw committee be established, with a scope of review the full bylaws and bring a draft proposal of changes to the full body. An estimated timeline meeting from April to August, introducing in early fall, and approving by the end of 2025.
  - Six Delegates stepped forward to be part of the committee. Later the Chair invited Darrel Hess, the Ombudsman, to be a member of the committee.
  - Additionally, there was a mentioned goal of setting up a long-term governance committee to review the bylaws and ensure compliance on a regular basis.
- The bylaw committee met once per month from April to October. Updates were posted on the FCC bylaw webpage and the Chair provided updates at the monthly delegates meetings. Below are comments taken from the FCC's minutes:
  - [April 2025](#): Chair Mike Edgington gives the updates, the approximate timeline for a draft version for the updated FCC Bylaws is fall of 2025. The Committee did a brief review of the purposes of bylaws, and how they differ from policies & procedures. The committee started reviewing the FCC's existing bylaws, finding some smaller and bigger issues within them. This began the first pass of potential problems within the pre-existing bylaws, Mike outlined an example of a potential change could look like specifying delegates selection for Community Councils. The committee also looked at best practices for the bylaws, within the context of the FCC as an organization.
  - [May 2025](#): Mike gave an update on the Bylaws Committee, the most recent meeting they started going through the first few sections of the FCC Bylaws for potential changes. They aren't close to having a final product but, will share when they have something resembling a draft. There are two models they are looking at - one is similar to the structure the FCC currently follows where all delegates are a part of the active board and the other is a membership structure where all Community Councils are members that elect a smaller board. The committee will compare the two models as they build the bylaws structure to see which fits best.
  - [June 2025](#): Mike gave an update on the Bylaws Committee, explaining the shift towards a membership model with a smaller board and emphasizing the need for two more meetings to finalize a complete draft by August or September. Sarah adds that it would be a board of 13-17 people, and they're still determining how that smaller board would be selected.
  - [July 2025](#): No FCC Delegates meeting – everyone joined our annual picnic!
  - [August 2025](#): Mike, the Chair of the Bylaws Committee, introduced draft revised bylaws to explain the changes that are being made in hopes of streamlining FCC governance. The proposed structure is delegates elect a smaller Board of Directors responsible for FCC management, supported by officers. The discussion about the bylaws will take place at the September meeting, with possible adoption in October or November if additional review is needed. There was a question regarding when the bylaw changes would take effect, and the Bylaws Committee is aiming for the changes to take effect in 2026.

## What are the highlights of the proposed changes to the bylaws?

- **Becoming a Membership Model Non-Profit:** The FCC would now have 37 members of the organization (one vote per Council). These members would elect a Board of Directors that would be legally, financially, and strategically responsible for the organization. The Directors would be made up of 7 – 11 of the membership.
- **Officers:** The Directors would organize their officers. Officers would serve 2-year terms and up to three consecutive terms. Job descriptions were also added for the officer, as well as how to remove officers and handle vacancies.

- **Meetings:** Monthly meetings would be focused on information, collaboration, and training between the CCs and the membership. The Directors would meet quarterly to discuss non-profit business.
- **Setting Standards of Conduct for Directors:** Providing a clear job description and expectations for the Board of Directors, including adding standards of conducts and conflict of interest expectations.
- **Formalizing Notice:** Adding clear requirements for notice above and beyond current bylaws.
- **Clarifying Committees:** Updating and describing the expectation of committees, including membership, scope, and quorum expectations.
- **Fiscal Year:** Updating the fiscal year to align with the organization's main source of funding (the Muni) – January to December.
- **Insurance Requirements:** Adding that the organization is required to carry insurance.
- **Legalize:** Adding language to prohibit or clarify certain roles of the organization when it comes to contracts, checks, deposits, gifts, books & records, stocks, and loans.
- **Future bylaw amendments:** Outlining a clearer process for bylaw amendments and adding the ability of emergency bylaws (with clear details of circumstances).

## What is the relationship between the FCC & CCs?

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## How is the FCC funded?

- The FCC is funded annually by a grant from the Municipality, through the Assembly and overseen by the Clerk's office. In recent years, a training grant has been added to the FCC's budget and that funding is approved and overseen by the Ombudsman.

## Can the FCC take political action?

- No, the FCC is a nonpartisan and sectarian, according to the organization's Article of Incorporation. Additionally, the Municipal Grant, there is language explicitly preventing the FCC Board and staff from advocating for or against local, state, or municipal measure; furthering the election or defeat of any candidate; and focusing on, targeting, or attacking a person or group for personal beliefs or political positions.

## Do the bylaws limit the number of times the FCC can meet?

- The **current bylaws** say there shall be meetings at least once every two months.
- The **draft bylaws** propose that meetings of the membership (also known as the coalition) shall take place annually for the purposes of voting for the Board of Directors. The Board of Directors would meet at least quarterly.

- The bylaw committee is considering changes to this language based on feedback. The intention is to hold coalition meetings monthly and a future update would include language to clarify that purpose.
- Neither of these versions *limit* the number of times meetings can occur. They set a minimum threshold of what must happen.

## What is the FCC's notice requirements and were these changes properly noticed?

- The FCC is a non-profit and is a 501(c)3. The legal requirements for non-profits noticing meetings are outlined within that organization's bylaws.
  - AS.44.62.310-.312 has been quoted as being a legal requirement for the FCC. This Statute applied to public entities, which are defined as "means an entity of the state or of a political subdivision of the state including an agency, a board or commission, the University of Alaska, a public authority or corporation, a municipality, a school district, and other governmental units of the state or a political subdivision of the state."
- The **current bylaws** do not have a requirement to notice meetings.
- The **current bylaws** say to amend bylaws "thirty days' notice must be given to all Delegates and shall include the text of the proposed amendments." This would mean that, with 30 day's notice, the bylaws could be changed at any meeting of the Board of Delegates.
- The bylaw committee provided ample notice regarding the drafts, including multiple committee updates, a worksession, and an introduction. Copies were available and noticed to all Delegates and Presidents at:
  - A worksession prior to the FCC August Delegates Meeting on August 20<sup>th</sup> from 5:30pm-6:00pm. Notices for that meeting were sent via email on 8/8 and 8/19 and posted on social media on 8/20.
  - A [recap email](#) with details of the worksession and next steps for the bylaws was sent on 8/26. Delegates were invited to send written feedback to be reviewed by the bylaw committee before the September Delegates Meeting
  - The bylaws were introduced for *discussion only* at the September 17<sup>th</sup> meeting. Notices for that meeting were sent via email on 9/10, 9/15, and 9/17 and posted on social media on 9/11.
  - The bylaw committee made it clear that the earliest the proposal would be voted on is the October 15<sup>th</sup> Delegates meeting.
  - A [recap email](#) with details of the draft and next steps for comments was sent on 9/23. Delegates were invited to send written feedback or attend the 10/6 [bylaw committee](#) meeting.
- The proposed **draft bylaws** require more notice:
  - 10 days for meetings of the membership/coalition
  - 2 weeks for meetings of the Board of Directors
  - Bylaw amendments cannot be introduced and voted on in the same meeting

| Concern                                                                                      | Response                                                                                                                                                                                                                         |
|----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The FCC hasn't followed legal notice requirements for the Bylaw changes                      | Neither Community Councils nor the FCC are government bodies, so they are not subject to the Alaska Open Meetings Act. The FCC has a policy of extensive public notice for meetings and has followed that policy.                |
| The proposed FCC Bylaws will force changes to Community Councils                             | Community Councils are independent organizations, entirely separate from the FCC. Nothing in the proposed FCC bylaws will require any changes to Community Councils.                                                             |
| The FCC is trying to be a political voice                                                    | The FCC is prohibited from taking any partisan or political positions as a clause in the primary grant from the Municipality.                                                                                                    |
| The FCC Bylaws will restrict the voice of Community Councils                                 | Nothing in the proposed FCC bylaws changes Community Councils or requires them to change in any way.                                                                                                                             |
| Community Councils won't meet together every month but will only meet together once per year | Community Councils will continue to meet as a coalition each month. Delegates from CCs will also meet once per year (plus any special meetings) to elect the FCC Board of Directors, and vote on certain other major FCC issues. |
| The proposed FCC Board of Directors will speak for Community Councils                        | The Board of Directors only job is to oversee the FCC as a non-profit. The FCC and its board are prohibited from taking official positions on policy or legislation.                                                             |