

NEVADA WATER/WASTEWATER AGENCY RESPONSE NETWORK BY-LAWS

ARTICLE I – NAME AND PURPOSE

Section 1 - Name: The name of the organization shall be Nevada Water/Wastewater Agency Response Network (NvWARN). It shall consist of water and wastewater agency representatives that work together to provide an emergency response network.

Section 2 – Purpose: NvWARN is organized exclusively to support and promote statewide or local emergency preparedness, disaster response, and mutual assistance to member water and wastewater agencies in Nevada.

ARTICLE II – MEMBERSHIP

Section 1 – Eligibility for Membership: Voting membership is limited to one primary and one backup member from each “Participating Agency” which is any Water/Wastewater Agency that has entered into the Mutual Aid Agreement, and is a government entity or political subdivision of the State of Nevada. Membership is granted upon receipt of notification of member from the agency’s designated representative.

Section 1A – Rural Water Association membership: The Nevada Rural Water Association will be provided a voting membership that is limited to one primary, and one backup member from the association who has entered into, and is in current standing, of the Mutual Aid Agreement for Water/Wastewater providers in the state of Nevada. Rural water system representatives are encouraged to attend meetings.

Section 1B – Associate membership: An associate membership (except associate members) will provide an opportunity for other agencies to participate in organization activities. These non-voting members will not be required to enter into mutual aid agreements.

Section 2 – Rights of Members: Each member shall be eligible to appoint one voting representative to cast the member’s vote in organization elections.

Section 3 – Attendance of Meetings: Attendance of meetings is necessary to help ensure that all agencies provide updated and accurate information so that responses to emergencies are handled in a uniform and consistent manner.

Section 4 – Resignation and Termination: Any member can resign by filing a written resignation with the Secretary. Following the termination, the organization will request that another representative be provided by the member agency.

Section 5 – Non-voting Membership: The Board shall have the authority to establish and define non-voting categories of membership.

ARTICLE III – MEETINGS OF MEMBERS

Section 1 – Regular meetings: Regular meetings of the members shall be held quarterly, at a time and place designated by the chair.

Section 2 – Annual Meetings: An annual meeting of the members shall take place in the month of July, the specific date, time and location of which will be designated by the chair. At the annual meeting, the members shall elect directors and officers, receive reports on the activities of the organization, and determine the direction of the organization for the coming year.

Section 3 – Special Meetings: Special meetings may be called by the chair, or a simple majority of the board of directors.

Section 4 – Notice of Meetings: Notice of all regularly scheduled Board meetings shall be provided to each voting member not less than two weeks prior to the meeting

Section 5 – Quorum: The members present at any properly announced meeting shall constitute a quorum.

Section 6 – Voting: All issues to be voted on shall be decided by a simple majority with exceptions given in Article IV, Section 9 and Article V, Section 1 of those present at the meeting in which the vote takes place. Each member agency shall have only one member eligible to vote at each meeting.

ARTICLE IV – EXECUTIVE COMMITTEE (OFFICERS)

Section 1 – Officer’s Role, Size, and Compensation: The officers are responsible for overall policy and direction of the organization, and delegates responsibility of day-to-day operations to the staff of its members. The officers shall consist of the following: 1 Chairman, 1 Vice Chairman, and 1 Secretary. The officers receive no compensation other than their normal salary paid by their respective employer for their work on the Board.

Section 2 – Terms: All officers shall serve two-year terms, but are eligible for re-election for up to five consecutive terms.

Section 3 - Meetings and Notice: The officers shall not hold separate meetings from its members unless properly announced and agreed upon.

Section 4 - Officer Elections: New officers and current officers shall be elected or re-elected by the voting representatives of members at the annual meeting. Officers will be elected by a simple majority of voting members present.

Section 5 – Election Procedures: At the meeting prior to the annual meeting, nominations will be taken. Any member can nominate a voting member as a candidate to the slate of

nominees. An open vote will then be taken at the annual meeting.

Section 6 – Officer duties: The duties of the officers are as follows:

The chair shall convene regularly scheduled Board meetings, shall preside or arrange for other officers to preside at each meeting in the following order: vice-chair, secretary.

The vice-chair shall chair committees on special subjects as designated by the *chair*.

The secretary shall be responsible for keeping records of Board actions, including overseeing the taking of minutes at all meetings, sending out meeting announcements, distributing copies of minutes and the agenda, and assuring that records are maintained.

Section 8 – Vacancies: When a vacancy of an officer exists during mid-term, nominations for the position must be received two weeks in advance of the Board meeting whereby the filling of the vacancy is to be voted on. These vacancies will be filled only to the end of the particular vacant officer's term.

Section 9 – Resignation, Termination, and Absences: Resignation of officers must be in writing and received by the Secretary. An officer shall be terminated from the Board due to excess absences, or for other reasons by a simple majority vote of the membership.

Section 10 – Special Meetings: Special meetings of the Board shall be called upon the request of the chair. Notices of special meetings shall be sent out by the secretary at least two weeks in advance.

ARTICLE V – AMENDMENTS

Section 1 – Amendments: These bylaws may be amended when necessary by simple majority of the members. Proposed amendments must be submitted to the Secretary to be sent out with regular board announcements.

CERTIFICATION

These bylaws were approved by simple majority vote of the members on July 9, 2007.
These bylaws were amended by simple majority vote of the members on October 23, 2008.
These bylaws were amended by simple majority vote of the members on January 7, 2010.
These bylaws were amended by simple majority vote of the members on June 21, 2010.