

## BYLAWS OF THE CONNECTICUT GIS NETWORK

### ARTICLE I – ORGANIZATION

The name of the organization shall be the Connecticut GIS Network hereto after referred to as “the Network”. The Network shall have no specified vendor or software affiliation.

### ARTICLE II – PURPOSE

The Network shall have as its purpose:

A) to provide opportunities, through a variety of venues including workshops, meetings and the Internet, for members to share ideas, to learn about GIS activities, to explore collaborative opportunities and to discover geospatial information resources;

B) to promote the free exchange of geospatial knowledge and information among members and to promote geospatial knowledge with the general public;

C) to encourage the growth of geospatial technology in the State of Connecticut;

D) to serve as a geospatial technology resource;

E) and communicate the needs and issues affecting Connecticut GIS users to the state agencies and elected officials responsible for developing statewide GIS policy and acquiring geospatial data.

F) and consult with OPM in an effort to fulfill OPM’s statutorily required responsibilities relating to GIS activities as codified in Section 4d-90 of the Connecticut General Statutes

### ARTICLE III – MEMBERSHIP

Membership in the Network shall be free and open to all whom share in its purpose. Members shall have no voting rights except for the approval of Steering Committee members and on such matters that the Steering Committee may bring before the general membership.

### ARTICLE IV – MEETINGS

Annual Meeting – the Network shall hold an Annual Meeting each year. The Annual Meeting shall be the first Quarterly Meeting of the calendar year as determined by the Steering Committee. The President shall notify members via the Network’s electronic list serve of the time and place of the Annual Meeting. The approval of Steering Committee members will take place at the Annual Meeting by acclamation of Network members in attendance.

General Membership Quarterly Meetings – four Quarterly Meetings shall be held over the course of each year (e.g. February, May, August and November) at a place and time determined by the Steering Committee. The President shall notify members via the Network's electronic list serve of the time and place of each Quarterly Meeting. Steering Committee Business Meetings – shall be held or called following each Quarterly Meeting as needed. One-third of the Steering Committee members shall constitute a quorum and shall be necessary to conduct the business of the Network. Business shall be conducted by a majority vote of the Steering Committee members present. All Steering Committee Business Meetings shall be open to any member.

#### ARTICLE V – STEERING COMMITTEE

The business of the Network shall be managed by a Steering Committee consisting of a maximum of eighteen members. Steering Committee members may serve for a maximum of two consecutive three-year terms. In any given year, the Annual Meeting shall include the presentation of new Steering Committee members to fill a vacancy subject to acclamation by attending members. If any member of the Steering Committee changes professional position, thereby becoming disqualified for representing his/her group, that member must leave that Steering Committee position. Interim members of the Steering Committee shall be appointed between Annual Meetings with the approval of the Steering Committee, subject to acclamation at the next Annual Meeting by attending members. Individual Steering Committee members shall represent the following groups: state government, regional planning organizations, municipal government, public utilities, non-profit non-governmental organizations, academia, private businesses, and as many as eleven members-at-large.

The Steering Committee shall select, from within its members, a President to manage the affairs and business of the Committee, a Vice President and a Secretary. Officers are limited to two one year terms in the same role. The Steering Committee shall only act in the name of the Network when it shall be convened regularly by the President after due notice to all the Committee members of such meeting. One-third of the members of the Steering Committee shall constitute a quorum. Each Committee member shall have one vote and voting may not be done by proxy. The Steering Committee may make such rules and regulations covering its meetings as it may in its discretion determine necessary.

Removal of a Steering Committee member, by majority vote of the Steering Committee, may occur when sufficient cause exists for such removal.

#### ARTICLE VI – OFFICERS

The officers of the organization shall be as follow: President, Vice President, Secretary and Past President. Officers, except Past-President, will be elected annually by acclamation of the Steering Committee.

The President shall preside at all membership and Steering committee meetings. The President shall have such powers as may be reasonably construed as belonging to the chief executive of any organization.

In the event of the absence or inability of the President to exercise his/her duties, the Vice President shall become acting president of the organization with all the rights, privileges and powers of the president.

The Secretary shall keep the minutes and records of the Network. The Secretary shall be the official custodian of the records of the Network. The Secretary shall present to the membership at any meetings any communication addressed to him/her as Secretary of the Network. The Secretary shall submit to the Steering Committee any communications that shall be addressed to it as Secretary of the Network. The Secretary shall attend to all correspondence of the Network and shall exercise all duties incident to the office of Secretary.

The Past-President will assume his/her position after the last term of being President. He/she will provide guidance and be a resource for officers and steering committee members. Unless in a Steering Committee role, the Past-President will not have voting privileges on the Steering Committee.

No officer shall for reason of his or her office be entitled to receive any salary or compensation.

## ARTICLE VII – COMMITTEES

The permanent committees of the Network shall be the following:

**Executive Committee:** The Executive Committee shall consist of the Officers of the Steering Committee. The Executive Committee shall have the authority to transact business for the Network pending approval of the Steering Committee at a Steering Committee meeting.

**GIS Day Committee:** The GIS Day Committee shall plan and organize GIS Day events to educate others about GIS technology. The committee may involve Network members, individually or collectively, in annual GIS Day activities. Such activities may include a special symposium/conference, presentations at schools, open house showcases, or any other appropriate activity that promotes geospatial technology and education in Connecticut.

The Steering Committee may eliminate committees and may establish new committees as necessary to carry out the business of the Network. Committees shall advance the work of the Network. Committees are always subject to the final authority of the Executive Officers. The Steering Committee reserves the authority to change the By-laws subject to acclamation by members at the Annual Meeting.

All committee members will be appointed by the President, with the advice and consent of the Steering Committee.

#### ARTICLE VIII – DUES

The Network shall not charge dues for membership.

#### ARTICLE IX – AMENDMENTS

Amendments to these By-laws may be proposed by any member of the Network. The By-laws may be amended by a two-thirds affirmative vote by acclamation at any regular Network meeting or at a special meeting called for that purpose. Any proposed amendment will have been included with the notice of the meeting and e-mailed to the Steering Committee by the Secretary at least one week prior to the meeting. Notice of proposed changes to the By-laws also must be announced to the general membership at least one week prior to a vote. Notice will be by e-mail using the Network's electronic list serve (CTGIS-L).